

The Church of Scotland
General Assembly
2015



ORDER OF PROCEEDINGS

SATURDAY 16 – FRIDAY 22 MAY

I. Roll of Commissioners	5
II. Order of Business	23
III. Proposed Committees and Tellers	26
IV. Supplementary Reports.....	27
V. Standing Orders	66
VI. Notices and Intimations	88

Tel: 0131 260 5220 Fax: 0131 260 5252
E-mail: assemblyoffice@churchofscotland.org.uk
Scottish Charity Number: SC011353

NOTES

1. The General Assembly stand
 - (a) When The Lord High Commissioner or the Moderator enters the Hall before the constitution of any Session;
 - (b) when Her Majesty's Commission to The Lord High Commissioner and Her Majesty's Letter to the General Assembly are read;
 - (c) when The Lord High Commissioner addresses the General Assembly, or the Moderator addresses The Lord High Commissioner; and
 - (d) when a distinguished visitor is brought into the Hall to address the General Assembly.
2. The General Assembly do not stand when The Lord High Commissioner retires from the Hall.

**COMMISSIONERS' TRAVELLING EXPENSES
AND SUBSISTENCE EXPENSES****GENERAL ASSEMBLY 2015**

These are as listed on the Expenses Claim Form

Expense Claim Forms will be received in the New College Foyer on:
 Friday 22 May 10.00 am to 3.00 pm

or returned to the Principal Clerk's Office as soon as possible after the General Assembly

**Voting Handsets and swipe cards may be returned to the Assembly Office or handed in with
Expense Claim Forms as above**

COMMITTEES

Name of Committee	Place of Meeting	Time of Meeting
Business Committee	Clerks' Desk	16 May at close of morning session

ROLL AND STANDING ORDERS

ASSEMBLY OFFICE-BEARERS		
Title	Name	No
<i>Moderator</i>	Rt Rev John P Chalmers *	842
<i>Moderator-Designate</i>	Rev Dr Angus Morrison *	843
<i>Chaplains</i>	Rev Douglas A O Nicol *	844
	Rev Alan D Reid *	845
<i>Acting Principal Clerk</i>	Rev Dr George J Whyte †	846
<i>Acting Depute Clerk</i>	Rev George S Cowie †	847
<i>Procurator</i>	Ms Laura Dunlop QC †	848
<i>Law Agent</i>	Mrs Janette S Wilson †	849
<i>Precentor</i>	Rev Dr Douglas Galbraith	850
<i>Chief Steward</i>	Mr William Mearns	
<i>Assembly Officer</i>	Mr David McColl †	
<i>Assistant Assembly Officer</i>	Mr Craig Marshall †	
BUSINESS COMMITTEE		
<i>Convener Nominate</i>	Rev Dr Derek Browning †	851
<i>Vice-Convener Nominate</i>	Ms Judith Pearson †	852

* Communications should be delivered to the Moderator's Room, not to boxes.

† Communications should be delivered to the Clerk's Desk, not to boxes.

INDEX OF PRESBYTERIES

31	Aberdeen	11	Irvine and Kilmarnock
36	Abernethy	6	Jedburgh
30	Angus	49	Jerusalem
7	Annandale and Eskdale	32	Kincardine and Deeside
12	Ardrossan	25	Kirkcaldy
19	Argyll	13	Lanark
10	Ayr	44	Lewis
34	Buchan	38	Lochaber
41	Caithness	42	Lochcarron-Skye
18	Dumbarton	3	Lothian
29	Dundee	4	Melrose and Peebles
24	Dunfermline	35	Moray
8	Dumfries and Kirkcudbright	45	Orkney
27	Dunkeld and Meikle	28	Perth
5	Duns	39	Ross
1	Edinburgh	26	St Andrews
47	England	46	Shetland
48	Europe	23	Stirling
22	Falkirk	40	Sutherland
16	Glasgow	43	Uist
33	Gordon	2	West Lothian
14	Greenock and Paisley	9	Wigtown and Stranraer
17	Hamilton		
37	Inverness		

ROLL OF COMMISSIONERS

1. Presbytery of Edinburgh

Minister

1. Rev James D Aitken, Edinburgh: St Michael's
2. Rev Dr Karen K Campbell, Edinburgh: Marchmont St Giles'
3. Rev John Cowie, Edinburgh: Stockbridge
4. Rev David W Denniston, Edinburgh: St Cuthbert's
5. Rev James S Dewar, Edinburgh: Juniper Green
6. Rev Gavin J Elliott, Ministries Council
7. Rev Prof David A S Fergusson, University of Edinburgh
8. Rev Mark M Foster, Edinburgh: Pilrig St Paul's
9. Rev Michael W Frew, Edinburgh: Slateford Longstone
10. Rev Keith E Graham, Edinburgh: Murrayfield
11. Very Rev James Harkness KCVO CB OBE DD, (Chaplain General)
12. Rev Gordon Kennedy, Edinburgh: Craiglockhart
13. Rev David V F Kingston, Army Chaplain
14. Very Rev Finlay A J Macdonald DD, (Principal Clerk)
15. Rev Stewart A Mackay, Army Chaplain
16. Rev Fiona M Mathieson, Edinburgh: Carricknowe
17. Rev Alexander T McAspurren, Edinburgh: Leith North
18. Rev Stewart M McPherson, Edinburgh: Corstorphine Craigsbank
19. Rev Dr Martin C Scott, Ministries Council
20. Rev Colin A M Sinclair, Edinburgh: Palmerston Place
21. Rev Norman A Smith, Edinburgh: Granton
22. Rev Suzie Stark, Edinburgh: St Cuthbert's
23. Rev Lezley J Stewart, Edinburgh: Greyfriars Kirk
24. Rev Samuel A R Torrens, Edinburgh: Barclay Viewforth
25. Rev John C C Urquhart, Edinburgh: St Catherine's Argyle

26. Rev Nigel G Watson, (Associate: East Kilbride Old Stewartfield West)
27. Rev Dr Stewart G Weaver, Edinburgh: Portobello & Joppa
28. Rev Dr Iain A Whyte, (Community Mental Health Chaplain)

Elder

29. Mrs Elizabeth Allan, Edinburgh: Corstorphine Old
30. Miss Catherine A Brannan, Edinburgh: London Road
31. Mr Ian R Buckingham, Edinburgh: Broughton St Mary's
32. Mrs Rachel Cadell, Edinburgh: Greenbank
33. Mr Jim Davidson, Edinburgh: New Restalrig
34. Dr Alison Elliot OBE LLD DD FRSE, Edinburgh: Greyfriars
35. Mr Eric Fisher, Edinburgh: Pilrig St Paul's
36. Mr Michael J Gibson, Edinburgh: Dean
37. Mr Peter Gray, Edinburgh: Palmerston Place
38. Dr Hazel Hastie, Edinburgh: Drylaw
39. Mrs Catherine Henry, Edinburgh: St Andrew's Clermiston
40. Mrs June Holloway, Edinburgh: St David's Broomhouse
41. Ms Dee D Hunter, Ratho
42. Mrs Elizabeth M Kemp, Edinburgh: High St Giles'
43. Mrs June Kemp, Edinburgh: Cramond
44. Mrs Sandra Mackay, Edinburgh: Dalmeny
45. Mr Alasdair J Mackenzie, Edinburgh: Colinton
46. Miss Morag J Mason, Edinburgh: Polwarth
47. Ms Karen W F McKay, Kirkliston
48. Mrs Betty McLean, Edinburgh: Craigentinny St Christopher's
49. Mr T Brian Moar, Edinburgh: Portobello & Joppa
50. Mrs Christina Orr, Edinburgh: Duddingston
51. Mrs Anna Robertson, Edinburgh: Corstorphine Craigsbank

52. Miss Maureen Samuel, Edinburgh: St Nicholas' Sighthill
 53. Mr T Jack T J Thompson, Edinburgh: St Andrew's & St George's West
 54. Mrs Valerie Thomson MBE, Edinburgh: Corstorphine St Ninian's
 55. Dr Rita M Welsh, Edinburgh: Slateford Longstone
 56. Mr Duncan Wilson, Edinburgh: Fairmilehead

Deacon

57. Miss Anne Mulligan DCS, Edinburgh: Mayfield Salisbury
 58. Mr Bill Wishart DCS, (Portobello & Joppa)

2. Presbytery of West Lothian

Minister

59. Rev Dr Jonanda Groenewald, Polbeth Harwood I/w West Kirk of Calder
 60. Rev W Richard Houston, Linlithgow: St Ninian's Craigmalen
 61. Rev Robert J Malloch, Breich Valley
 62. Rev John M Povey, Kirk of Calder
 63. Rev Thomas S Riddell, Auxiliary, Linlithgow: St Michael's
 64. Rev Duncan Shaw, Bathgate: St John's
 65. Rev Julia C Wiley, Armadale

Elder

66. Mrs Jessie Kelly, Polbeth Harwood
 67. Mrs Margaret Kinniburgh, Breich Valley
 68. Mrs Wilma Macfarlane, Armadale
 69. Mrs Patricia A McEwan, Linlithgow: St Ninian's Craigmalen
 70. Mrs Lynne McEwen, Strathbrock
 71. Mr Irvine Roy, Kirk of Calder
 72. Mr George Stott, West Kirk of Calder

Deacon

73. Mrs Kay McIntosh DCS, Kirk Of Calder

3. Presbytery of Lothian

Minister

74. Rev Yvonne E S Atkins, Musselburgh: St Andrew's High
 75. Very Rev John B Cairns KCVO DD LLD, (Aberlady I/w Gullane)
 76. Rev Ian A Cathcart, Howgate I/w Penicuik: South

77. Rev Kenneth W Donald, Prestonpans: Prestongrange
 78. Rev Alexander G Horsburgh, Dalkeith: St Nicholas' Buccleuch
 79. Rev Christopher N Kellock, Army Chaplain
 80. Rev Keith L Mack, Dalkeith: St John's & King's Park
 81. Rev Jennifer Macrae, Haddington: St Mary's
 82. Rev Robert R Simpson, (Callander)
 83. Rev Michael D Watson, OLM Newbattle
 84. Rev Erica M Wishart, Tranent

Elder

85. Mr A William Bell, Garvald & Morham
 86. Mr Alastair J Burnett, Newbattle
 87. Miss Isabel Henderson, Lasswade & Rosewell
 88. Mr Malcolm Hutchison, Glencorse
 89. Miss Elizabeth W Malcolm, Cockenzie & Port Seton: Old
 90. Mr John D McCulloch DL, Presbytery Clerk
 91. Miss Audrey McLaren, Loanhead
 92. Mr John McMillan, Haddington: St Mary's
 93. Mr David Menzies, Tranent
 94. Mrs Maureen M C Stewart, Musselburgh: St Clement's & St Ninian's
 95. Mr John Wilson, Dalkeith: St Nicholas' Buccleuch

4. Presbytery of Melrose and Peebles

Minister

96. Very Rev A David K Arnott, (St Andrews: Hope Park I/w Strathkinness)
 97. Rev Marion Clark, Channelkirk and Lauder
 98. Rev Janice M Faris, Innerleithen Traquair & Walkerburn
 99. Rev Bruce Lawrie, Galashiels: Old & St Paul's I/w Galashiels: St John's
 100. Rev Margaret D J Steele, Ashkirk I/w Selkirk
 101. Rev Julie M Woods, Earlston

Elder

102. Mr Andrew T Bramhall, Galashiels: Old & St Paul's I/w Galashiels: St John's
 103. Mr Tom Burnham, Earlston
 104. Miss Pauline Davidson, Selkirk

105. Mrs Elizabeth Fortune, Channelkirk & Lauder
 106. Mrs Isobel Hunter, Skirling
 107. Mr Robert Scott, Innerleithen, Traquair & Walkerburn

5. Presbytery of Duns

Minister

108. Rev Alan C D Cartwright, Ladykirk I/w Leithholm I/w Fogo & Swinton I/w Whitsome
 109. Rev David J Taverner, Coldstream I/w Eccles
 110. Rev Norman R Whyte, Ayton & Burnmouth I/w Foulden & Mordington I/w Grantshouse & Houndwood & Reston

Elder

111. Mrs Mary E L Cartwright, Ladykirk I/w Leithholm I/w Fogo & Swinton I/w Whitsome
 112. Mr William Stewart, Ayton & Burnmouth I/w Foulden & Mordington I/w Grantshouse & Houndwood & Reston
 113. Mr Robert M Walker, Coldstream I/w Eccles

6. Presbytery of Jedburgh

Minister

114. Rev Neil R Combe, Hawick: St Mary's & Old I/w Teviot & Roberton
 115. Rev Robin D McHaffie, Cheviot Churches
 116. Rev Lisa-Jane Rankin, Hawick: Wilton I/w Teviothead

Elder

117. Mr R Scott Elliot, Hawick: Burnfoot
 118. Mrs Linda A Fleming, Cheviot
 119. Mrs Winnie A Robson, Kelso: North & Ednam

7. Presbytery of Annandale and Eskdale

Minister

120. Rev Morag A Dawson, Dalton I/w Hightae I/w St Mungo
 121. Rev C Bryan Haston, Presbytery Clerk
 122. Rev William Jackson, Canonbie United I/w Liddesdale
 123. Rev David G Pitkeathly, The Border Kirk

Elder

124. Mrs Jennifer Dodds, Annan: Old
 125. Mrs Alice Forster, Liddlesdale
 126. Mrs Janice Moore, The Border Kirk
 127. Mrs Isobel M Tinning, Dalton

Deacon

128. Mrs Angela Brydson DCS, (Presbytery Deacon)

8. Presbytery of Dumfries and Kirkcudbright

Minister

129. Rev Willem J Bezuidenhout, Kirkmichael, Tinwald & Torthorwald
 130. Rev Neil G Campbell, Dumfries: Northwest
 131. Rev William T Hogg, Sanquhar: St Bride's
 132. Rev Valerie J Ott, Gatehouse of Fleet I/w Bogue
 133. Rev Sally Russell, Corsock & Kirkpatrick Durham I/w Crossmichael & Parton
 134. Rev David A Sutherland, Dumfries: Maxwelltown West
 135. Rev Fiona Wilson, Dalbeattie & Kirkgunzeon I/w Urr

Elder

136. Dr Alison R Boyes, Dunscore
 137. Mr Peter Carpenter, Gatehouse of Fleet
 138. Mrs Isobel Evans, Dumfries: St Mary's-Greyfriars
 139. Mrs Kay Keith, Dunscore
 140. Miss Elisabeth J Manson, Dumfries: St Mary's-Greyfriars
 141. Mrs Lilly K Stevenson, Dalbeattie & Kirkgunzeon
 142. Mr Peter M Stewart, Thornhill

9. Presbytery of Wigtown and Stranraer

Minister

143. Rev Alexander I Currie, Glasserton & Isle of Whithorn I/w Whithorn: St Ninian's Priory
 144. Rev Edward D Lyons, Penninghame
 145. Rev Tom McWhirter, New Luce I/w Old Luce
 146. Rev Michael J Sheppard, Ervie Kirkcolm I/w Leswalt

Elder

147. Mrs Lesley Allen, Ervie Kirkcolm
 148. Mrs Jane C Pitcher, Penninghame

149. Mr Sam Scobie, Stranraer: High Kirk
 150. Mrs Catherine H Smith, Leswalt

10. Presbytery of Ayr

Minister

151. Rev Kenneth C Elliott, Prestwick: South
 152. Rev George R Fiddes, Prestwick: St Nicholas'
 153. Rev William Johnston, Ochiltree I/w Stair
 154. Rev John S Lochrie, (Arnshean Barrhil I/w Colmonell)
 155. Rev Robert Mayes, Dundonald
 156. Rev Eleanor McMahon, Dalmellington I/w Patna Waterside
 157. Rev Neil A McNaught, Alloway
 158. Rev John W Paterson, Lugar I/w Old Cumnock: Old
 159. Rev Derek Peat, Troon: St Meddan's
 160. Rev Dave Prentice-Hyers, Troon: Old
 161. Rev Alastair H Symington, (Troon: Old)

Elder

162. Mrs Jean F Barclay, Dalmellington
 163. Mr Brian Duncan, Troon: Old
 164. Mr William Duncan, Alloway
 165. Mr Gordon Macdonald, Prestwick: Kingcase
 166. Mrs Nan Mcturk, Stair
 167. Mrs Isabell A Montgomerie, Ochiltree
 168. Mrs Claire Pirrie, St Colmon
 169. Mrs Joyce Pringle, Prestwick: Kingcase
 170.
 171.
 172.

11. Presbytery of Irvine and Kilmarnock

Minister

173. Rev Dr S Grant Barclay, Depute Clerk
 174. Rev C Blair Gillon, Galston
 175. Very Rev David W Lacy DLitt, Kilmarnock: Kay Park
 176. Rev George K Lind, Newmilns: Loudoun
 177. Rev T Edward Marshall, Crosshouse
 178. Rev Gavin A Niven, Stewarton: John Knox
 179. Rev Geoffrey Redmayne, Fenwick
 180. Rev Robert Travers, Irvine: Old

Elder

181. Mr Alan Beattie, Kilmarnock: St Andrew's & St Marnock's

182. Mr Colin Cameron, Irvine: Old
 183. Mr I Steuart Dey, Presbytery Clerk
 184. Mrs Isabella Johnston, Stewarton: John Knox
 185. Mrs Florence Marshall, Crosshouse
 186. Mrs Margo McMurdo, Newmilns: Loudoun
 187. Mr Robert Murray, Galston
 188. Mr Mark Young, Fenwick

Deacon

189. Miss Fiona Blair DCS, Irvine: St Andrew's

12. Presbytery of Ardrossan

Minister

190. Rev Mandy R Hickman, OLM, West Kilbride
 191. Rev James J McNay, West Kilbride
 192. Rev Martin Thomson, Dalry: Trinity
 193. Rev T David Watson, Largs: Clark Memorial
 194. Rev Tanya Webster, Ardrossan: Park
 195. Rev Jeanette Whitecross, Kilwinning: Old

Elder

196. Mr Ian Brown, Dalry: St Margaret's
 197. Mr Roy Kelso, Stevenston: Ardeer
 198. Mr John Lauder, Brodick
 199. Mr Thomas McMillan, Largs: St John's
 200. Mrs Eleanor Mutch, Cumbrae: Parish Church
 201. Mr Alan K Saunderson, Presbytery Clerk

13. Presbytery of Lanark

Minister

202. Rev Michael Fucella, Biggar I/w Black Mount
 203. Rev Helen E Jamieson, Carluke: St Andrew's
 204. Rev Bryan Kerr, Lanark: Greyfriars
 205. Rev Dr Nikki Macdonald, Upper Clyde
 206. Rev George C Shand, The Tinto Parishes

Elder

207. Mr Alan Grant, Carluke: St John's
 208. Mr Ross Hyslop, Lanark: Greyfriars
 209. Mr William Love, Lanark: St Nicholas
 210. Mrs Libby Muir, Carluke: St Andrew's
 211. Miss Kathleen Roger, Biggar

14. Presbytery of Greenock & Paisley

Minister

212. Rev Donald Campbell, Houston & Killellan
 213. Rev Morris C Coull, Greenock: St Margaret's
 214. Rev James S A Cowan, Barrhead: St Andrew's
 215. Rev Jonathan Fleming, Erskine

216. Rev Elizabeth Geddes, OLM
 217. Rev Karen Harbison, Greenock: Westburn
 218. Very Rev E Lorna Hood DD, Renfrew: North
 219. Rev Kenneth A L Mayne, Paisley: Martyrs' Sandyford
 220. Rev Dr Peter McEnhill, Kilmacolm: Old
 221. Rev Allan McIntyre, Greenock: St Ninian's
 222. Rev Francis E Murphy, Greenock: Mount Kirk
 223. Rev Iain M A Reid, Paisley: Glenburn
 224. Rev Stephen Smith, Kilbarchan: East
 225. Rev Alan Sorensen, Greenock: Wellpark Mid Kirk

Elder

226. Mr Ian Barber, Johnstone: High
 227. Mr Bruce Brown, Barrhead: Bourock
 228. Mr William B Dougan, Howwood
 229. Mrs Isabelle Farr, Barrhead: St Andrew's
 230. Miss Julie Ferguson, Port Glasgow: St Martin's
 231. Mr Alan Gallacher, Greenock: Westburn
 232. Mrs Jane Martin, Paisley: St Columba Foxbar
 233. Mr William Mathieson, Johnstone: High
 234. Mr W Campbell McGregor, Renfrew: North
 235. Mr Andrew Shuttleworth, Paisley: Glenburn
 236. Mrs Marion G Sommerville, Paisley: Abbey
 237. Mrs Joan Taylor, Greenock: East End
 238. Mr Derek Whittle, Houston & Killellan
 239. Mrs Anne Whyte, Kilbarchan: West

Deacon

240. Mr Duncan Ross, Paisley: St Ninain's Ferguslie

16. Presbytery of Glasgow

Minister

241. Rev Catherine Beattie, Giffnock: South
 242. Rev Graeme K Bell, Glasgow: Carnwadric
 243. Rev William B Black, (Stornoway: High)
 244. Rev A Sheila Blount, (Cupar: St John's & Dairsie United)
 245. Rev Dr Graham K Blount, Glasgow: St Enoch's Hogganfield
 246. Rev Ronald A S Craig, Glasgow: Shettleston New
 247. Rev Dr Valerie J Duff, Glasgow: Shawlands l/w South Shawlands
 248. Rev James B Ferguson, (Lenzie Union)

249. Rev Graham S Finch, Cadder
 250. Rev G Gray Fletcher, Glasgow: Carmunnock
 251. Rev Neil W Galbraith, Glasgow: Cathcart Old
 252. Rev Fiona Gardner, Glasgow: Temple Anniesland
 253. Rev Peter M Gardner, Glasgow: Renfield St Stephen's
 254. Rev James Gemmell, Bishopbriggs: Kenmure
 255. Very Rev William C Hewitt, Presbytery Clerk
 256. Rev Howard R Hudson, Glasgow: Bridgeton St Fancis in the East
 257. Rev Margaret H Johnston, Glasgow: Kinning Park
 258. Rev Jonathan A Keefe, Glasgow: Robroyston
 259. Rev Dr Scott R M Kirkland, Maxwell Mearns Castle
 260. Rev Gordon Kirkwood, Glasgow: Kelvinbridge
 261. Rev Mark Lowey, Glasgow: Ruchill Kelvinside
 262. Very Rev David W Lunan DD, (Presbytery Clerk)
 263. Rev Calum D MacDonald, Giffnock: The Park
 264. Rev Murdo MacLean, Glasgow: Carmyle l/w Kenmuir Mount Vernon
 265. Rev Stuart Matthews, Glasgow: Maryhill
 266. Rev Dr Alistair S May, Rutherglen: Stonelaw
 267. Rev Ian M S McInnes, Glasgow: Dennistoun New
 268. Rev James A McIntyre, Glasgow: Partick South
 269. Rev David N McLachlan, Glasgow: Langside
 270. Rev Catherine H McLaughlin, OLM, Glasgow: Kelvinbridge
 271. Rev Monica Michelin-Salomon, Glasgow: Victoria Tollcross
 272. Very Rev John D Miller DD, (Castlemilk East)
 273. Rev Muriel B Pearson, Glasgow: Cranhill
 274. Rev John S Purves, Glasgow: Drumchapel St Andrew's
 275. Rev Dr Joan Ross, Glasgow: High Carntyne
 276. Rev Robert M Silver, Glasgow: Croftfoot
 277. Rev Elijah W Smith, Glasgow: Queen's Park Govanhill
 278. Rev Stuart J Smith, Glasgow: Partick Trinity

279. Rev David M White, Kirkintilloch: St Columba's
280. Rev John D Whiteford, Glasgow: Newlands South
- Elder**
281. Ms Beth Aitken, Glasgow: Calton Parkhead
282. Miss Margaret Alexander, Glasgow: Cranhill
283. Mr Robert Barclay, Glasgow: St Andrew & St Nicholas
284. Mr Archibald G J Black, Chryston
285. Mr John Boyle, Glasgow: Broomhill
286. Ms Laura Buist, Glasgow: Jordanhill
287. Mrs Elspeth Carss, Glasgow: Victoria Tollcross
288. Mrs Norma A Clarkson-Gorman, Glasgow: Cathedral
289. Mrs Fiona Crawford, Thornliebank
290. Mr Robert Dickie, Glasgow: Carmunnock
291. Mrs Louise Finch, Cadder
292. Mrs Yasmin Glover, Glasgow: Colston Wellpark
293. Mr William Gray, Torrance
294. Mr Scott Hamilton, Glasgow: Cambuslang
295. Mr Campbell D Joss, Glasgow: Balshagray Victoria Park
296. Mr K G D Mackenzie, Broom
297. Mr Donald Macsween, Broom
298. Mr Patrick May, Glasgow: Burnside Blairbeth
299. Mrs Margaret McAulay, Broom
300. Mrs Isabel McDerment, Glasgow: Scotstoun
301. Mrs Moira McGeoch, Williamwood
302. Mr James McGrouther, Glasgow: Carnwadric
303. Miss Maureen McNabb, Glasgow: Cardonald
304. Mr William Meldrum, Lenzie Union
305. Mrs Elizabeth Murray, Glasgow: Crofffoot
306. Mr Hugh Nicholl, Glasgow: Kinning Park
307. Dr Garry K Osbourne, Glasgow: Sandyford Henderson Memorial
308. Mrs Janet E Park, Glasgow: Baillieston Mure Memorial
309. Mr Douglas Paton, Glasgow: Cathcart Trinity
310. Mr Jim Scott, Bishopbriggs: Springfield Cambridge
311. Mrs Moira Shaw, Rutherglen, Stonelaw
312. Mrs Maureen C Small, Glasgow: Wellington
313. Mr Ian S Smith, Busby
314. Ms Annie Taylor, Glasgow: Cardonald
315. Mrs Margaret A Tindall, Campsie
316. Mrs Doreen H Walker, Glasgow: Clincarthill
317. Mrs Elizabeth Walker, Glasgow: Anderston Kelvingrove
318. Mr Barry Watson, Glasgow: Castlemilk
319. Miss Anne R Weir, Glasgow: Temple Annesland
320. Mr Andrew Wilkin, Kirkintilloch: St David's Memorial Park
- Deacon**
321. Mr Paul Cathcart DCS, Glasgow: Govan & Linthouse
322. Mrs Margaret McLellan DCS, Glasgow: Merrylea
- 17. Presbytery of Hamilton**
- Minister**
323. Rev Leslie N Brunger, Uddingston: Burnhead
324. Rev Neil Buchanan, East Kilbride: Moncreiff
325. Rev Roddy Dick, Wishaw Cambusnethan North
326. Rev James M Gibson, Bothwell
327. Rev F Derek Gunn, Airdrie: Clarkston
328. Rev Joanne C Hood, Hamilton St.Johns
329. Rev Derek W Hughes, Motherwell Dalziel St Andrew's
330. Rev Caryl Kyle, Holytown l/w New Stevebson:Wrangholm
331. Rev Mhorag MacDonald, Wishaw: Cambusnethan North
332. Rev Dr Ian R W McDonald, Airdrie: High
333. Rev Dr John L McPake, Presbytery Clerk
334. Rev Dr D Cameron McPherson, Dalsersf
335. Rev Gordon Palmer, East Kilbride: Claremount
336. Rev Graham Raeburn, Newmains: Bonkle l/w Newmains: Coltness Memorial
337. Rev Lindsay Schluter, Larkhall: Trinity
338. Rev Bruce H Sinclair, Overtown
339. Rev Seonaid L Turnbull, Hamilton: Trinity

340. Rev Douglas W Wallace, East Kilbride: Stewartfield
 341. Very Rev Hugh R Wyllie, (Hamilton: Old)

Elder

342. Mr David S Alexander, Uddingston Viewpark
 343. Mr Eric Budgell, Dalsersf
 344. Mr William C Calder, Blantyre; Livingstone Memorial
 345. Mrs Charlotte Craig, Hamilton Hillhouse
 346. Mr Thomas W Donaldson, Wishaw Old
 347. Mrs June Irvine, Wishaw Coltness Memorial
 348. Mr Angus MacKay, Wishaw: Cambusnethan North
 349. Mrs Brenda McCrae, East Kilbride: Moncreiff
 350. Mr Crawford Moffat, Motherwell: Dalziel St Andrew's
 351. Mr Douglas Pearson, Uddingston: Burnhead
 352. Mrs Janette F Rennie, Motherwell: St Mary's
 353. Mr George Robertson, Hamilton: Old
 354. Mr Brian Sharp, Bothwell
 355. Mr Peter Smith, Hamilton: Trinity
 356. Mrs Beverley Stevenson, Coatbridge: Calder
 357.
 358.
 359.
 360.

18. Presbytery of Dumbarton

Minister

361. Rev Fergus C Buchanan, Milngavie: St Paul's
 362. Very Rev John C Christie, (Interim Minister)
 363. Rev David W Clark, Presbytery Clerk
 364. Rev Dr Christine Goldie, Bearsden: Westerton
 365. Rev Ian Johnson, Dumbarton: Riverside I/w Dumbarton: West Kirk
 366. Rev Ruth Morrison, Clydebank: Abbotsford I/w with Dalmuir: Barclay
 367. Rev Margaret Nutter, OLM, Craigrownie I/w Garelochhead I/w Rosneath St Modan's
 368. Rev Ishbel Robertson, OLM, Dumbarton: St Andrew's I/w Old Kilpatrick Bowling
 369. Rev Ramsay B Shields, Milngavie: St Luke's

Elder

370. Mr Eric B Anderson, Milngavie: Cairns
 371. Mr Iain C Douglas, Bearsden: New Kilpatrick

372. Mr Matthew Fox, Alexandria
 373. Dr Iain Galbraith, Alexandria
 374. Mr Roy Greer, Helensburgh
 375. Mr Robert Kinloch, Jamestown
 376. Mr James Morris, Old Kilpatrick Bowling
 377. Ms Lily Plank, Bearsden: Westerton Fairlie Memorial
 378. Mrs Elizabeth Stewart, Dalmuir: Barclay

19. Presbytery of Argyll

Minister

379. Rev Andrew Barrie, Rothesay: Trinity
 380. Rev David Carruthers, Ardrishaig I/w South Knapdale
 381. Rev Ruth I Griffiths, Dunoon: The High Kirk I/w Innellan I/w Toward
 382. Rev Jeffrey J McCormick, Ardchattan
 383. Rev Dr Kenneth R Ross, Kilbrandon & Kilchattan I/w Craignish I/w Kilniver & Kilmelford
 384. Rev Hilda C Smith, Lochgilphead
 385.
 386.
 387.
 388.

Elder

389. Mrs Aline Campbell, Inellan
 390. Ms Mary-Jean Devon, Tobermory
 391. Mr David S Gardiner, Campbeltown Lorne & Lowland
 392. Mr Lindsay K Hunter, Dunoon St Johns
 393. Mr David McFie, United Church of Bute
 394. Mr Douglas McHugh, Strachur & Strachlachan
 395. Ms Fiona Morrison, Kilbrandon & Kilchattan
 396. Mrs Anne Parkhouse, Kilcalmonell
 397. Mrs Elizabeth Speirs, Rothesay Trinity
 398. Mr Sinclair Sutherland, Kilfinan

22. Presbytery of Falkirk

Minister

399. Very Rev Albert O Bogle, Bo'ness: St Andrew's
 400. Rev Melville Crosthwaite, Larbert: East
 401. Rev Aftab Gohar, Grangemouth: Abbotsgrange

402. Rev Elinor J Gordon, Cumbernauld Kildrum
 403. Very Rev Sheilagh M Kesting DD, Ecumenical Relations Officer
 404. Rev Joyce A Keyes, Cumbernauld: Abronhill
 405. Rev Louise J E McClements, Blackbraes & Shieldhill I/w Muiravonside
 406. Rev Andrew J Moore, Bothkennar and Carronshore
 407. Rev Marion Perry, Cumbernauld Condorrat
 408. Rev Grace Saunders, Cumbernauld Condorrat
 409. Rev David J Smith, Grangemouth: Kirk of the Holy Rood
 410. Rev James Todd, Airth
 411. Rev David Wandrum, Auxiliary Minister
- Elder**
412. Mrs Charlene Condeco, Slamannan
 413. Miss Alison Cooke, Denny Westpark
 414. Mrs Anne Coulter, Airth
 415. Mrs Lorna Coulter, Blackbraes and Shieldhill
 416. Mr Robert Easton, Bothkennar and Carronshore
 417. Mr John Haston, Grangemouth Abbotsgrange
 418. Mr James B Irvine, Bainsford
 419. Mrs Eleanor Neilson, Grangemouth Kirk of the Holy Rood
 420. Mr Thomas Rintoul, Bonnybridge: St Helen's
 421. Mrs Marjory Williamson, Cumbernauld Abronhill
 422.
 423.
 424.
- 23. Presbytery of Stirling**
- Minister**
425. Rev Richard Begg, Strathblane
 426. Rev Alison E P Britchfield, Tillicoultry
 427. Rev R Stuart M Fulton, Logie
 428. Rev James Landels, Bannockburn: Allan
 429. Rev Lynne Mack, Gargunnoch I/w Kilmadock I/w Kincardine-in- Menteith
 430. Rev Elaine MacRae, Buchlyvie I/w Gartmore
 431. Rev Alex M Millar, Presbytery Clerk
432. Rev Jerome O'Brien, Dollar I/w Glendevon I/w Muckhart
 433. Rev Elizabeth M Robertson, Bannockburn: Ladywell
 434. Rev Terry A Taylor, Aberfoyle I/w Port Of Menteith
- Elder**
435. Mr Roy Anderson, Logie
 436. Mr Martin Arrol, Strathblane
 437. Mr John Carruthers MBE, Alloa: St Mungo's
 438. Mr George Cowan, Glendevon
 439. Mrs Janette Elliott, Bannockburn: Allan
 440. Mrs Alison Mann, Muckhart
 441. Mr Ewart McAuslane, Tillicoultry
 442. Miss Isobel Munro, Menstrie
 443. Miss Isabel Piper, Aberfoyle
 444. Mr Ford Shaw, Dollar
- Deacon**
445. Mrs Jean T Porter, Stirling: St Mark's
- 24. Presbytery of Dunfermline**
- Minister**
446. Rev Gavin Boswell, Cowdenbeath: Trinity
 447. Rev Norman M Grant, Cairneyhill I/w Limekilns
 448. Very Rev Andrew C McLellan CBE DD, (HM Inspector of Prisons)
 449. Rev Andrew A Morrice, Dunfermline: East
 450. Rev Monika Redman, Dunfermline: St Leonard's
 451. Rev Christine Sime, Dalgety Church
 452. Rev Dr Ian G Thom, Dunfermline: North
- Elder**
453. Mr Kenneth Brown, Dunfermline: East
 454. Mr Gordon Campbell, Dunfermline: North
 455. Mrs Margaret Dow, Kelty
 456. Mr David George, Cowdenbeath: Trinity
 457. Mr Alan Hunter, Cairneyhill I/w Limekilns
 458. Mrs Barbara Leppard, Dunfermline: St Leonard's
 459. Mr Colin McKenzie, Dalgety
- Deacon**
460. Miss Morag Crawford DCS, Rosyth

25. Presbytery of Kirkcaldy**Minister**

461. Rev Wilma Cairns, Buckhaven & Wemyss
 462. Rev Elizabeth Cranfield, Denbeath & Methilhill
 463. Rev J Kenneth Froude, Kirkcaldy: St Bryce
 464. Rev Robin J McAlpine, Kirkcaldy: Bennoch
 465. Rev Allistair D Roy, Glenrothes: St Ninian's
 466. Rev Alan Sharp, Burntisland

Elder

467. Mrs Sheena S Briggs, Glenrothes: St Ninian's
 468. Mrs Fiona Cunningham, Kirkcaldy: Torbain
 469. Mr Graham Harrower, Kirkcaldy: Bennoch
 470. Mrs Jean Levack, Buckhaven & Wemyss
 471. Mrs May N Russell, Methilhill & Denbeath
 472. Mrs Mary Tulloch, Kinghorn

Deacon

473. Mrs Jacqueline Thomson DCS, Buckhaven & Wemyss

26. Presbytery of St Andrews**Minister**

474. Rev Dr Ian C Bradley, University of St Andrews
 475. Rev Stanley A Brook, Newport-on-Tay
 476. Rev William F Hunter, Howe of Fife
 477. Very Rev Alan D McDonald DLitt DD, Cameron I/w St Andrews: St Leonard's
 478. Rev Nigel J Robb, Presbytery Clerk
 479. Rev Margaret E S Rose, Carnbee I/w Pittenweem
 480.
 481.

Elder

482. Mrs Eleanor C B Black, Elie, Kilconquhar & Colinsburgh
 483. Mrs Lucy P Bradley, St Andrews: St Leonard's
 484. Mr Mike J Ciesla, Cameron I/w St Andrews: St Leonard's
 485. Mr H John Cunningham, Pittenweem I/w Carnbee
 486. Mr William Imlay, Newport-on-Tay
 487. Mr Brian W Porteous, Cupar: Old I/w Monimail
 488. Mrs Elizabeth Y Simmers, Howe of Fife
 489. Mrs Catherine M Wilson, Cellardyke I/w Anstruther & Kilrenny

27. Presbytery of Dunkeld and Meigle**Minister**

490. Rev Mary M Haddow, Pitlochry
 491. Rev Harry Mowbray, Blairgowrie
 492. Rev Alison Notman, Ardler, Kettins & Meigle
 493. Rev Grace M F Steele, OLM, Presbytery

Elder

494. Mr Graham Bell, Ardler, Kettins & Meigle
 495. Mr Alisdair Drummond, Blairgowrie
 496. Dr David Frame, Pitlochry
 497. Mrs Virginia Wilkie, Pitlochry

28. Presbytery of Perth**Minister**

498. Rev Scott Burton, Perth: St Matthew's
 499. Rev Sydney S Graham, (Iona I/w Kilfinichan, Kilvickeon & The Ross of Mull)
 500. Rev Alexander M Gunn, (Aberfeldy I/w Amulree & Strathbraan I/w Dull & Weem)
 501. Rev Adrian J Lough, Auchtergaven & Moneydie I/w Redgordon & Stanley
 502. Rev Dr Gordon A McCracken, Scone & St Martins
 503. Rev Margaret F Michie, OLM, Kinross
 504. Very Rev James A Simpson DD, (Dornoch Cathedral)
 505. Rev James C Stewart, Perth: Letham St Mark's
 506. Rev James K Wallace, Perth: St John's Kirk of Perth I/w Perth: St Leonard's-in-the-Fields

Elder

507. Mrs Frances M Brown, Dundurn
 508. Mr Sandy B Duthie, Cargill Burrelton
 509. Mr Steve Fulton, Dunbarney & Forgandenny
 510. Mr Allan W Kelman, Aberuthven & Dunning
 511. Mr Hugh L Mackenzie, Perth: Craigie & Moncreiffe
 512. Mr Bill J S Macpherson, Abernethy & Dron & Arrgask
 513. Mr Maxwell Moir, Scone & St Martins
 514. Mrs Karin Wilson, St Madoes & Kinfauns
 515. Mrs Jo Young, Perth: St John's Kirk of Perth

Deacon

516. Mr Kenneth D Mackay DCS, Perth: Letham St Mark's

29. Presbytery of Dundee**Minister**

517. Rev Dorothy U Anderson, Monifieth
 518. Rev Robert A Calvert, Dundee: Steeple
 519. Rev Robert Mallinson, Dundee: Menzieshill
 520. Rev William McLaren, Dundee: Stobswell
 521. Rev Robert J Ramsay, Invergowrie
 522. Rev Susan Sutherland, Dundee: Barnhill St Margaret's
 523. Rev Charles G Taylor, Dundee: Broughty Ferry St Luke's & Queen Street
 524. Rev Hazel Wilson, Dundee: Lochee

Elder

525. Mr Kenneth Andrew, Dundee: St Luke's & Queen Street
 526. Mr Ronald Chimiak, Dundee: St Andrew's
 527. Miss Margaret Coutts, Dundee: Trinity
 528. Mrs Anne Davies, Abernyte
 529. Mr Donald Orrock, Dundee: West
 530. Mrs Sarah Proctor, Dundee: Balgay
 531. Miss Gladys Y Ramsay, Dundee: Camperdown
 532. Ms Nardia J Whisson, Dundee: Steeple

Deacon

533. Miss Janie M Martin DCS, (Dundee: Chalmers Ardler)

30. Presbytery of Angus**Minister**

534. Rev Dr Nelu I Balaj, Arbroath: Knox's l/w Arbroath: St Vigeans
 535. Rev Roderick J Grahame, Brechin: Cathedral
 536. Rev Stewart J Lamont, Arbirlot l/w Carmyllie
 537. Rev Dolly Purnell, Arbroath: Old & Abbey
 538. Rev Brian Ramsay, Aberlemno l/w Guthrie & Rescobie
 539. Rev Linda Stevens, The Glens & Kirriemuir: Old
 540. Rev Barbara-Ann Sweetin, Forfar: East & Old

Elder

541. Mrs Linda Bird, Arbroath: West
 542. Mr James Black, Arbirlot

543. Mr Richard Calcott, Dun and Hillside
 544. Miss Evelyn McPhee, Forfar: St Margaret's
 545. Mr Frederick Milne, Arbroath: Knox's
 546. Mr Ian J A Robb, Montrose: Old & St Andrew's
 547. Mr Douglas Taylor, Brechin: Cathedral

31. Presbytery of Aberdeen**Minister**

548. Rev Ian M Aitken, Aberdeen: Stockethill
 549. Rev Dr John A Ferguson, Presbytery Clerk
 550. Rev Dr Edmond Gatima, Aberdeen: Torry St Fittick's
 551. Rev George D Goldie, (Aberdeen: Greyfriars)
 552. Rev Scott C Guy, Aberdeen: Northfield
 553. Rev Sarah E C Nicol, Aberdeen: Midstocket
 554. Rev Dr Nigel Parker, Bucksburn Stoneywood
 555. Rev Kenneth L Petrie, Aberdeen: Craigiebuckler
 556. Rev Dr Brian S Sheret, (Glasgow: Drumchapel Drumry St Mary's)
 557. Rev James C Stewart, (Aberdeen: Kirk of St Nicholas)
 558. Very Rev Prof Iain R Torrance TD DD, (President, Princeton Theological Seminary)
 559. Rev Hugh M Wallace, Newhills

Elder

560. Mr Gordon A Cooper, Aberdeen: Craigiebuckler
 561. Mr Graham K Douglas, Aberdeen: Stockethill
 562. Mr Brian Fowler, Aberdeen: St Columba's Bridge Of Don
 563. Mr Martin Greig, Aberdeen: Holburn West
 564. Mrs Hazel Hewitt, Aberdeen: South St Nicholas of Kincorth
 565. Mr Alan Morrison, Aberdeen: Midstocket
 566. Mrs June Morrison, Aberdeen: Midstocket
 567. Mr John M Naughton, Aberdeen: St John's for Deaf People
 568. Mrs Mary Notman, Aberdeen: Ferryhill
 569. Mrs Betty A Steel, Aberdeen: St Mark's
 570. Mr Malcolm A Steel, Aberdeen: St Mark's
 571. Mrs Muriel Treasurer, Aberdeen: St Marys

32. Presbytery of Kincardine and Deeside**Minister**

572. Rev David L C Barr, Glenmuick
 573. Rev Dr Fyfe Blair, Stonehaven: Fetteresso
 574. Rev Colin J Dempster, Mearns Coastal
 575. Rev Dennis S Rose, Abuthnott, Bervie & Kinneff
 576. Rev Antony A Stephen, Banchory-Ternan: West

Elder

577. Mrs Margaret Benton, Arbuthnott, Bervie & Kinneff
 578. Mrs Louisa Greenwell, Stonehaven: Dunnottar
 579. Mrs Anne Hilton, Mid-Deeside
 580. Mrs Marlyn McCabe, Portlethen
 581. Mrs Susan Zappert, Birse and Feughside

33. Presbytery of Gordon**Minister**

582. Rev Regine Cheyne, Noth
 583. Rev Dr Mary Cranfield, Culsalmond & Rayne l/e Daviot
 584. Rev Gilleen P Maclean, Udney & Pitmedden
 585. Rev Elspeth McKay, Echt l/w Midmar
 586. Rev Neil Meyer, Kintore
 587. Rev Richard Reid, Foveran
 588.

Elder

589. Miss Ann Brown, Kemnay
 590. Mr Mark Falconer, Inverurie West
 591. Mr Leslie E F Moffat, Udney & Pitmedden
 592. Mrs Ruth M B Nisbet, Tarves
 593. Mrs Sue Whyte, Noth
 594.
 595.

34. Presbytery of Buchan**Minister**

596. Rev Andrew Fothergill, New Pitsligo l/w Strichen & Tyrie
 597. Rev Kevin Gruer, Turriff: St Ninian's & Forglen
 598. Rev Sheila M Kirk, Presbytery Clerk
 599. Rev Dr Alan Macgregor, Marnoch
 600. Rev Iain Macnee, (New Pitsligo W Strichen and Tyrie)

601. Rev Calum Stark, MacDuff
 602. Rev W Myburgh Verster, Ordiquhill & Cornhill l/w Whitehills

Elder

603. Mr George Berstan, Turriff & St Andrew's
 604. Mrs Maureen H Esson, Marnoch
 605. Mr Robert M Esson, Cruden
 606. Mrs Irene M Fowlie, Crimond
 607. Mr Gordon A Reid, Maud & Savocho
 608. Mr Charles Smith, Banff
 609. Mr Roy Taylor, Peterhead: Old

35. Presbytery of Moray**Minister**

610. Rev Alexander Buchan, (North Ronaldsay with Sanday)
 611. Rev Isabel C Buchan, Buckie: North l/w Rathven
 612. Rev Geoffrey McKee, Lossiemouth: St Gerardine's High
 613. Rev John Morrison, Dallas l/w Forres: St Leonard's l/w Rafford
 614. Rev Andrew J Robertson, St Andrew's-Lhanbryde & Urquhart
 615. Rev Mary Whittaker, St Andrew's-Lhanbryde & Urquhart

Elder

616. Mrs Ann Bowie, Bellie and Speymouth
 617. Dr John Harrington, Keith: North, Newmill, Boharm & Rothiemay
 618. Mrs Patricia North, Knockando, Elchies and Archiestown
 619. Mr Alexander Rutherford, Keith: St Rufus, Botriphnie & Grange
 620. Mr Neil Sutherland, Elgin High
 621. Mrs Janet S Whyte, Bellie and Speymouth

36. Presbytery of Abernethy**Minister**

622. Rev Alison H Burnside, Kingussie
 623. Rev Donald K Walker, Abernethy l/w Boat of Garten, Duthil & Kincardine

Elder

624. Mr Lorimer Gray, Abernethy
 625. Mrs Jean Munro, Kingussie

37. Presbytery of Inverness**Minister**

626. Rev Andrew Barrie, Inverness: Kinmylies
 627. Rev Trevor Hunt, Presbytery Clerk
 628. Rev Duncan MacPherson, Inverness: Hilton
 629. Rev Scott A McRoberts, Inverness: St Columba New Charge
 630. Rev Peter W Nimmo, Inverness: Old High St Stephen's
 631. Rev Dr Hugh F Watt, Urquhart & Glenmorrison
 632. Rev Alastair S Younger, (Inverness St Columba High)

Elder

633. Mr Duncan F Chisholm, Inverness: St Columba New Charge
 634. Mr Barry Dennis, Inverness: Hilton
 635. Mr Robert A Macintyre, Urquhart & Glenmoriston
 636. Miss Christine M MacKenzie, Inverness: Old High St Stephen's
 637. Dr Donald MacVicar, Inverness: East
 638. Mr Alasdair Murray, Inverness: Kinmylies
 639. Mrs Sheila C Proudfoot, Inverness: Ness Bank

Deacon

640. Mrs Joyce Mitchell DCS, (Edinburgh: Holy Trinity)

38. Presbytery of Lochaber**Minister**

641. Rev David Anderson, OLM
 642. Rev Dr Malcolm A Kinnear, Kinlochleven I/w Nether Lochaber
 643. Rev Edgar J Ogston, North West Lochaber

Elder

644. Mrs June Cairns, North West Lochaber
 645. Mrs Ella Gill, Acharacle
 646. Mr David Hamilton, Duncansburgh MacIntosh

39. Presbytery of Ross**Minister**

647. Rev Nick D Archer, (Dores & Boleskine)
 648. Rev Mike Macdonald, Auxiliary, Alness
 649. Rev Stephen Macdonald, Dingwall: Castle Street
 650. Rev Kenneth D Macleod, Invergordon
 651.

Elder

652. Mrs Catriona H M Fraser, Kiltearn
 653. Mr James M Mackay, Contin
 654. Mrs Pamela K MacKenzie, Lochbroom & Ullapool
 655. Mr Archie D L MacTaggart, Cromarty
 656. Mrs Aileen I Nicholson, Urray & Kilchrist

40. Presbytery of Sutherland**Minister**

657. Rev Stewart Goudie, Melness & Tongue
 658. Rev John MacPherson, Assynt & Stoer
 659. Rev Dr John B Sterrett, Golspie

Elder

660. Mrs Mary MacRae, Golspie
 661. Mr Stuart McClelland, Assynt & Stoer
 662. Mrs Gladys McCulloch, Rosehall

41. Presbytery of Caithness**Minister**

663. Rev Esme Duncan, OLM
 664. Rev Alastair H Gray, Bower I/w Halkirk & Westerdale I/w Watten
 665. Rev Heather Stewart, OLM

Elder

666. Mrs Sheila H Cormack, Dunnet
 667. Mrs Myrtle Gillies MBE, Thurso: West
 668. Mrs Catherine Mappin, Wick: St Fergus

42. Presbytery of Lochcarron - Skye**Minister**

669. Rev Sandor Fazakas, Portree
 670. Rev Dr Rory Macleod, Strath & Sleat
 671. Rev John W Murray, Kilmuir & Stenscholl

Elder

672. Mrs Jean Macrae, Glenelg & Kintail
 673. Mr Donnie Morrison, Snizort

674. Mr Richard Munday, Applecross, Lochcarron & Torridon

43. Presbytery of Uist

Minister

675. Rev Ishie MacDonald, Carinish
676. Rev Murdo Smith, (Manish-Scarista)

Elder

677. Mr John MacAulay, Tarbert
678. Mr Wilson McKinlay, Benbecula

44. Presbytery of Lewis

Minister

679. Rev Esther M M Jamieson, (Glasgow: Penilee St Andrew)
680. Rev Thomas MacNeil, Stornoway: Martin's Memorial
681. Rev Dr Wayne Pearce, Stornoway: High

Elder

682. Mr John A Cunningham, Stornoway: High
683. Mr Donald J Macleod, Carloway
684. Mr Iain MacLeod, Stornoway: Martin's Memorial

45. Presbytery of Orkney

Minister

685. Rev Iain D MacDonald, Westray I/w Papa Westray
686. Rev Julia M Meason, Kirkwall: East
687. Rev William S Whitson, Birsá, Harry & Sandwick
688. Rev James Wishart, (Deer)

Elder

689. Mrs Sheila M Garson, Shapinsay
690. Ms Susan Hollands, Hoy & Walls
691. Mr Alsitair H McVicar, Westray
692. Mrs Liz M McVicar, Westray

46. Presbytery of Shetland

Minister

693. Rev D Brian Dobby, Sandsting & Aithsting I/w Walls & Sandness
694. Rev Deborah J Dobby, Burra Isles I/w Tingwall

Elder

695. Mrs Brenda Scollay, Tingwall

696. Mr Creighton J Williamson, Sandsting & Aithsting

47. Presbytery of England

Minister

697. Rev Graeme W Beebee, Guernsey: St Andrew's in the Grange
698. Rev Dr David G Coulter, Chaplain General, HM Land Forces
699. Rev Alistair Cumming, Presbytery Clerk
700. Rev Dr Cameron H Langlands, Health Chaplain
701. Rev David Logan, Jersey: St Columba's
702. Rev C Angus Macleod, London: St Columba's
703. Very Rev John H McIndoe DD, (London: St Columba's)

Elder

704. Miss Elizabeth Fox, London: St Columba's
705. Ms Sheila M Haddon, London: Crown Court
706. Mrs Elizabeth McIntosh, Guernsey: St Andrew's in the Grange
707. Mr Richard W McIntosh, Guernsey: St Andrew's in the Grange
708. Mrs Susan Pym, London: St Columba's
709. Mr Ian Russell, London: St Columba's
710. Mr Angus J Snedden, Corby: St Andrew's

48. Presbytery of Europe

Minister

711. Rev James M Brown, Bochum (Associated Congregation)
712. Rev Terry T Burns, Nicosia
713. Rev Dr Roderick D M Campbell, Colombo
714. Rev James M Cowie, Paris
715. Rev Kim Hurst, Malta
716. Rev Ian J M McDonald, Lausanne

Elder

717. Mr Alec T Grant, Brussels
718. Ms Shamara K Herat, Colombo
719. Mr Peter Lloyd, Malta
720. Mrs Sylvia M McKillop, Lausanne
721. Mrs Dorothy H W Nitsche, Paris
722. Mrs Alice Tulloch, Geneva

49. Presbytery of Jerusalem**Minister**

723. Rev Paraic Reamonn, Jerusalem: St Andrew's

Elder724. Mrs Joanne Oakley-Levstein, Jerusalem:
St Andrew's**DELEGATES FROM OTHER CHURCHES****UNITED KINGDOM & IRELAND*****The Presbyterian Church in Ireland***

725. Rt Rev Dr Michael Barry, Moderator

726. Rev Dr Trevor McCormick, Chaplain

727. Mr Stanley Bond, Elder

The Presbyterian Church of Wales

728. Rev Neil Kirkham, Moderator

The United Reformed Church

729. Rev David Grosch-Miller, Moderator

730. Rev Dr Carla Grosch-Miller, Chaplain

731. Rev John Humphreys, Moderator of the
National Synod of Scotland***The Baptist Union of Scotland***

732. Rev Alan Donaldson, General Director

The Church of England733. Rev Canon Jane Charman, Director of
Learning for Discipleship and Ministry***The Methodist Church in Scotland***

734. Rev Dr David P Easton, Chair of the Synod

***Religious Society of Friends – General Meeting
for Scotland***

735. Elizabeth Allen, Assistant Clerk and Elder

***The Roman Catholic Church Bishops'
Conference of Scotland***736. Monsignor Philip Kerr, Vicar General &
Parish Priest***The Salvation Army***737. Lieut-Col Carol Bailey, Secretary for
Scotland (18 May only)738. Lieut-Col Jonathan Roberts, Assistant to
the Secretary for Scotland
(16 & 19-22 May)***The Scottish Episcopal Church***

739. Rt Rev Dr Nigel Peyton, Bishop of Brechin

The United Free Church of Scotland

740. Rev Gary J A Barclay, Moderator

The Congregational Federation in Scotland741. Rev Susan Durham, Youth and Children
Committee Convener***Coptic Orthodox Church in Scotland***742. Father Mark Aziz, St Mark's Coptic
Orthodox Church**DELEGATES FROM ECUMENICAL BODIES*****Action of Churches Together in Scotland***

743. Rev Matthew Ross, General Secretary

Churches Together in Britain and Ireland744. Rev Graham McGeoch, Deputy Moderator,
Board of Trustees***World Council of Churches***745. Rev Dr Jooseop Keum, Director,
Commission on World Mission and
Evangelism**DELEGATES FROM OTHER COUNTRIES****AFRICA*****Evangelical Presbyterian Church, Ghana***

746. Rt Rev Dr Seth Senyo Agidi

Presbyterian Church of East Africa

747. Rev Julius Guantai Mwamba

Church of Central Africa Presbyterian, Synod of Blantyre

748. Rev Alex Maulana

Presbyterian Church of South Sudan

749. Rev John Yor Nyiker Deng

Uniting Presbyterian Church in Southern Africa

750. Rt Rev Mukandelele Ramulandi

AMERICAS***Presbyterian Church in Canada***

751. Rev Dr Richard Fee

The Christian Church (Disciples of Christ)

752. Rev Nathan Day Wilson

Presbyterian Church (USA)

753. Rev Kenneth Kovacs

ASIA***Church of North India***

754. Rev Swarup Bar

The Presbyterian Church of Korea

755. Rev Dr Gueon Soo Kim

Nepal Ebenezer Bible College

756. Rev Ram Kumar Budhathoki

The Presbyterian Church in Taiwan

757. Rev CHENG Wen-Jen

EUROPE***Evangelical Church of Czech Brethren***

758. Rev Magdaléna Trgalová

Evangelical Lutheran Church of Finland

759. Rev Vesa Häkkinen

Evangelische Kirche in Deutschland (EKD)

760. Rev Michael Mehl

Magyarizsagi Reformatus Egyhaz (Hungarian Reformed Church)

761. Rev Dr István Szabó

Tavola Valdese

762. Mr Massimo Long

Reformed Church in Romania (Királyhágómellék District, Oradea)

763. Rt Rev István Csúry

MIDDLE EAST***Synod of the Nile of the Evangelical Church of Egypt***

764. Rev Refat Fathy

Diocese of the Episcopal Church in Jerusalem and the Middle East

765. Canon Hatem Shehadeh

Middle East Council of Churches

Department of Services to Palestinian Refugees

766. Dr Bernard Sabella

Wi'am – Palestinian Conflict Resolution Centre

767. Mr Zoughbi Zoughbi

National Evangelical Synod of Syria and Lebanon

768. Rev Ibrahim Nseir

PACIFIC***The Presbyterian Church of Australia***

769. Very Rev Dr Bob Thomas

Presbyterian Church of Aotearoa New Zealand

770. Rev Dr Stuart Lange

VISITORS**AFRICA*****Evangelical Presbyterian Church, Ghana***

771. Rev Godwin Osiakwa

Church of Central Africa Presbyterian, Synod of Blantyre

772. Rev Peter Kandulu

Uniting Presbyterian Church in Southern Africa

773. Rev Lungile Mpetsheni

EUROPE***Reformed Church in Romania (Királyhágómellek District, Oradea)***

774. Rev János Antal

MIDDLE EAST

Synod of the Nile of the Evangelical Church of Egypt

775. Dr Rev George Shaker
776. Canon Emil Shehadeh

Delegate – Rev Dr Roderick Campbell,
Presbytery of Lanka

GREETINGS FROM PARTNER CHURCHES NOT ATTENDING THE GENERAL ASSEMBLY 2015

AFRICA

Presbyterian Church of Ghana

May the Lord bless your General Assembly and the Holy Spirit lead you to a fruitful Assembly.

AMERICAS

Iglesia Evangelica Nacional Presbiteriana de Guatemala

We hope that the Glory of God, the love of Jesus Christ and the anointing of the Holy Spirit is in all the General Assembly participants; trusting in God to declare all actions, decisions and agreements that you make are for the highest honor and edification of the Church of Scotland.

ASIA

Hong Kong Christian Council

Best wishes for an inspiring Assembly and the work of peace and justice in 2015.

Presbyterian Church of Singapore

May our Lord bless and enrich your ministries as members of your churches come together to discuss and enjoy fellowship.

CARRIBEAN

The United Church in Jamaica and the Cayman Islands

We wish a very productive and fulfilling Assembly.

EUROPE

Eglise Protestante Unie de Belgique

We wish you God's blessing and we pray that He may guide the decisions of your Assembly.

Reformed Synod of Denmark

May the Spirit of the Lord accompany the General Assembly in a way that it may be of benefit to the Church of Scotland and its congregations. And may all of your thoughts and consultations keep the worldwide ecumenism in mind.

Evangelical Church of Greece

We pray for and wish you have a blessed and fruitful General Assembly.

Evangelical Reformed Church in Lithuania

We pray for meaningful and successful work and decisions during your General Assembly.

Protestant Church in the Netherlands

We will pray for God's manifold blessings for the Assembly, its leadership and the participants.

Reformed Evangelical Church in Poland

We wish your Church God's blessing for the General Assembly as well as for the Christian witness in your country.

Evangelical Presbyterian Church of Portugal

We are praying for the success of the Assembly and that all your work may be blessed by the Great Lord, our Master, Savior and Leader.

Reformed Christian Church in Slovakia

We wish for your General Assembly very successful and fruitful work and may our Lord bless your conference and your decisions.

Schweizerischer Evangelischer Kirchenbund, Federation des Eglises Protestantes de la Suisse (Federation of Protestant Churches in Switzerland)

We wish you a fruitful Assembly.

MIDDLE EAST**YMCA**

We wish you a blessed and successful General Assembly.

APOLOGIES RECEIVED FROM THE FOLLOWING CHURCHES

AFRICA

Presbyterian Church of Ghana
Church of Central Africa Presbyterian, Synod of Livingstonia, Malawi

AMERICAS

Iglesia Evangelica Nacional Presbiteriana de Guatemala

ASIA

Hong Kong Christian Council
Presbyterian Church of Singapore

CARRIBEAN

The United Church in Jamaica and the Cayman Islands

EUROPE

Eglise Protestante unie de Belgique
Evangelical Lutheran Church in Denmark
Reformierte Synode in Danemärk (Reformed Synod of Denmark)
Evangelical Church of Greece
Evangelical Reformed Church in Lithuania
Protestant Church in the Netherlands
Reformed Evangelical Church in Poland
Evangelical Presbyterian Church of Portugal
Reformed Christian Church in Slovakia
Schweizerischer Evangelischer Kirchenbund,
Federation des Eglises Protestantes de la Suisse (Federation of Protestant Churches in Switzerland)

MIDDLE EAST

Evangelical Lutheran Church in Jordan and the Holy Land
Middle East Council of Churches
Near East School of Theology
Sabeel Ecumenical Liberation Theology Centre
YMCA

CORRESPONDING MEMBERS***Council of Assembly***

777. Mr Iain M Johnston
778. Miss Catherine Coull - Governance Group
779. Mr Murdo Macmillan - Finance Group
780. Mrs Pauline Weibye – Secretary

Church and Society Council

781. Rev Sally Foster-Fulton
782. Rev Martin Johnstone

Ministries Council

783. Rev Neil Dougall

Mission and Discipleship Council

784. Rev Alister W Bull
785. Rev Daniel J M Carmichael

Social Care Council

786. Mr Peter Bailey
787. Dr Sally E Bonnar

World Mission Council

788. Rev Ian Alexander
789. Rev Iain D Cunningham

Committee on Church Art and Architecture

790. Dr J Graeme Roberts

Central Services Committee

791. Mr Bill Steele

General Trustees

792.

Church of Scotland Guild

793. Mr Iain Whyte

Housing and Loan Fund

794. Mr J G Grahame Lees – 22 May
795. Miss Lin J Macmillan – 16 – 21 May

Panel on Review & Reform

796. Rev Donald Campbell

Safeguarding Committee

797. Rev Karen K Campbell – 16 – 18 May

798. Mr Richard Crosse - 20 & 22 May

799. Mrs Sheila Ritchie – 19 & 21 May

Ecumenical Relations Committee

800. Rev Alison P McDonald

Life & Work

801. Mrs Lynne McNeil

General Treasurer

802. Mr Iain Grimmond

Head of HR and IT (Acting)

803. Ms Kirsteen Scott

Head of Stewardship

804. Rev Alan W Gibson

Parliamentary Officer

805. Ms Chloe Clemons

YOUTH REPRESENTATIVES***Youth Representatives appointed at the National Youth Assembly 2014***

806. Miss Rachel Hutcheson

807. Miss Naomi Dornan

808. Mr Andrew MacPherson

809. Miss Hannah M Goodlad

810. Miss Catriona Wood

811. Miss Rachel Walker

812. Mr Scott Buchan

813. Miss Sophie McClements

814. Miss Victoria McClements

815. Miss Fiona Marshall

PRESBYTERY REPRESENTATION***Edinburgh***

816. Miss Lindsay Thomson

West Lothian

817. Miss Catherine Hynd

Lothian

818. Miss Katie Hill

Melrose & Peebles

819. Mr James Macfarlane

Dumfries & Kirkcudbright

820. Miss Hayley Dalzeil

Ayr

821. Miss Gigha Lennox

Irvine & Kilmarnock

822. Miss Caroline Hyslop

Lanark

823. Miss Laura-Jane Sinclair

Greenock & Paisley

824. Mr Grant Munn

Glasgow

825. Mr Duncan Logie

Hamilton

826. Mr Aaron Johnstone

Falkirk

827. Mr Shahan Gohar

Stirling

828. Miss Catriona Munro

St Andrews

829. Miss Hilary Bylund

Perth

830. Mr Callum Laing

Angus

831. Miss Adele Ramsay

Aberdeen

832. Miss Stefanie M Fowler

Kincardine & Deeside

833. Miss Caitlin Marno

Buchan

834. Mr James Hyman

Moray

835. Mr Christopher Fett-Worsfold

Inverness

836. Mr Andrew Morrison

Lochcarron-Skye

837. Mr Robin Downie

Orkney

838. Mr Stephen Flett

Shetland

839. Mr Samuel Lund

England

840. Mr Grant Petrie

Europe

841. Mr Ricardo de Oliveira

GENERAL ASSEMBLY 2015

ORDER OF BUSINESS

Order of Proceedings
FOR THE FIRST DAY

**SESSION I – Saturday 16 May –
9.30 am**

Opening of the General Assembly

Order of the Day

3.30 pm – Council of Assembly

1. Constitution of Assembly.
2. Roll of Commissioners laid on the table.
3. Election of Moderator and Prayer of Consecration (Members of Assembly stand when Moderator enters).
4. Commission to His Grace the Lord High Commissioner to be read, and order given for recording it (Members of Assembly stand).
5. Her Majesty's Letter to be read, and order given for recording it (Members of Assembly stand).
6. Address by His Grace The Lord High Commissioner, and Reply by the Moderator (Members of Assembly stand).
7. Appointment of Committee to prepare Answer to The Queen's Letter.
8. Report of Standing Committee on Commissions.
9. Submission of Standing Orders.
10. Appointment of Committee for arranging Order of Business. (This Committee will meet at the close of the morning session).
11. Appointment of Panel of Tellers.
12. Appointment of Committee to prepare Minute on Deceased Ministers, Missionaries and Deacons.
13. Intimation of arrangements for celebration of Holy Communion on Monday 18 May, at 9.15 am.
Suspension of business for fifteen

minutes – 10.30 am – 10.45 am

14. Report of the Assembly Arrangements Committee (Reports 1/1).
15. Report of the Scottish Bible Society and Presentation of Bible to Moderator (Reports 1/1).
16. Report of the Delegation of the General Assembly (Reports 2/1).
17. Report of the Ministries Appeal Panel tabled (Reports 3/1).
18. Report of the Committee on Overtures and Cases.
19. Report of the Committee on Classifying Returns to Overtures (Reports 5/1).
20. Report of the Legal Questions Committee (Reports 6/1).
21. Joint Report of the Legal Questions Committee, Ministries Council, Church and Society Council, Ecumenical Relations Committee and the Theological Forum on the Solemnisation of Marriages (Reports 7/1).
22. Report and Supplementary Report of the Council of Assembly (Reports 8/1 and Order of Proceedings p29).

**SESSION II – Saturday 16 May –
7.00 pm**

1. Constitution of Assembly.
2. Address by Retiring Moderator.
3. Presentation of Delegates and Visitors.

Order of Proceedings
FOR THE SECOND DAY

SUNDAY 17 May

10.00 am – Assembly Service (St Giles').

12.30 pm – Gaelic Service (Greyfriars Kirk).

1.00 pm – 6.00 pm – *'Heart and Soul 2015'*,
Princes Street Gardens.

Order of Proceedings
FOR THE THIRD DAY

**SESSION III – Monday 18 May –
 9.15 am**

HOLY COMMUNION

1. Constitution of Assembly.
2. Report of the Business Committee.
3. Report of the World Mission Council (Reports 9/1).
4. Report of the Committee on Ecumenical Relations (Reports 10/1).
5. Report of the Panel on Review and Reform, (Reports 11/1).

Order of Proceedings
FOR THE FOURTH DAY

**SESSION IV – Tuesday 19 May –
 9.15 am**

Order of the Day

2.00 pm - Stevenson Prize

1. Constitution of Assembly.
2. Minutes.
3. Report of the Church and Society Council (Reports 12/1).
4. Joint Report of the Council of Assembly, Legal Questions Committee, Ministries Council, Mission and Discipleship Council and the Panel on Review and Reform on the Implementation of the Tenure Commission Recommendations (Reports 13/1).
5. Report of the Iona Community Board (Reports 14/1).
6. Report of the Safeguarding Committee (Reports 15/1).

**Approximately 4.00 pm – 5.00 pm – John
 Knox Event**

Order of Proceedings
FOR THE FIFTH DAY

**SESSION V – Wednesday 20 May –
 9.15 am**

1. Constitution of Assembly.
2. Minutes.
3. Report and Supplementary Report of the Ministries Council (Reports 16/1 and p47 of and Order of Proceedings).
4. Report and Supplementary Report of the Social Care Council (Reports 17/1 and p51 of Order of Proceedings).
5. Report and Supplementary Report of the Church of Scotland Guild (Reports 18/1 and p53 of Order of Proceedings).

Order of Proceedings
FOR THE SIXTH DAY

**SESSION VI – Thursday 21 May –
 9.15 am**

1. Constitution of Assembly.
2. Minutes.
3. Report of the Committee on Chaplains to Her Majesty's Forces (Reports 19/1).
4. Report of the Mission and Discipleship Council (Reports 20/1).
5. Report of the National Youth Assembly 2014 (Reports 21/1).
6. Report of the Theological Forum (Reports 22/1).
7. Joint Report of the Theological Forum and Legal Questions (Reports 23/1).

*Order of Proceedings***FOR THE SEVENTH DAY****SESSION VII – Friday 22 May –
9.15 am**

1. Constitution of Assembly.
2. Minutes.
3. Report of the Housing and Loan Fund (Reports 24/1).
4. Report of the General Trustees (Reports 25/1).
5. Report of the Church Hymnary Trustees (Reports 26/1).
6. Report of the Church of Scotland Trust (Reports 27/1).
7. Report of the Church of Scotland Investors Trust (Reports 28/1).
8. Report of the Church of Scotland Pension Trustees (Reports 29/1).
9. Report of the Central Services Committee (Reports 30/1).
10. Report of the Nomination Committee (Reports 31/1).
11. Report of the Selection Committee.
12. Protestations called for.
13. Report on the Printing of Acts.

**SESSION VIII – Friday 22 May –
3.00 pm**

1. Constitution of Assembly.
2. Report anent Deceased Ministers, Missionaries and Deacons.
3. Draft Minutes of Sederunts not yet submitted to be read if required.
4. Appointment of Committee to revise Minutes.
5. Act Appointing Commission of Assembly.
6. Act Appointing diet of next General Assembly.
7. Presentations to the Moderator.
8. Moderator addresses the General Assembly.
9. His Grace, the Lord High Commissioner, addresses the General Assembly.

NATIONAL ANTHEM

10. Dissolution of the General Assembly.

THE BENEDICTION

PROPOSED COMMITTEES

Committee to Prepare an Answer to Her Majesty's Gracious Letter

(Meets on Saturday 16 May in the Moderator's Room at 11.30 am)

Rev Graham W Beebee	697	Miss Anne Mulligan DCS	57
Mrs Sheila C Proudfoot	639	Very Rev John C Chalmers, <i>Convener</i>	

Business Committee/Panel of Tellers

Rev Dorothy U Anderson	517	Mrs Kay Keith	139
Rev Dr Nelu I Balaj	534	Rev Bryan Kerr	204
Mr Bruce Brown	227	Rev Sheila M Kirk	598
Rev James M Brown	711	Mr William Love	209
Rev Neil Buchanan	324	Rev Gillean P Maclean	584
Rev Scott Burton	498	Rev Elaine MacRae	430
Mr Paul Cathcart DCS	321	Rev Dr Peter McEnhill	220
Rev David W Clark	363	Mrs Kay McIntosh DCS	73
Rev Alistair Cumming	699	Mrs Isabell A Montgomerie	167
Mrs Isabelle Farr	229	Mrs Libby Muir	210
Rev Sandor Fazakas	669	Rev Valerie J Ott	132
Rev Dr John A Ferguson	549	Mrs Susan Pym	708
Rev Graham S Finch	249	Mr Ian J A Robb	546
Mrs Ella Gill	645	Rev Duncan Shaw	64
Rev F Derek Gunn	327	Rev Suzie Stark	22
Rev Mary M Haddow	490	Rev Barbara-Ann Sweetin	540
Rev William T Hogg	131	Mr Douglas Taylor	547
Rev Joanne C Hood	328	Mrs Alice Tulloch	722
Rev Esther M M Jamieson	679	Mrs Marjory Williamson	420

Rev Dr Derek Browning, *Convener*
Ms Judith Pearson, *Vice-Convener*

Committee to Prepare Minute on Deceased Ministers, Missionaries and Deacons

Very Rev John C Chalmers

Principal Clerk

Depute Clerk

GENERAL ASSEMBLY 2015 SUPPLEMENTARY REPORTS

Supplementary Report of the Council of Assembly	29
Supplementary Report of the Ministries Council	47
Supplementary Report of the Social Care Council	51
Supplementary Report of the Church of Scotland Guild	53

SUPPLEMENTARY REPORT
OF THE
COUNCIL OF ASSEMBLY
MAY 2015
PROPOSED DELIVERANCE

The General Assembly:

1. Receive the Report.
2. Approve the total to be contributed by congregations in 2016 of £46,055,000, based on the projection of congregational income for 2016, and its disposition among local congregational expenditure, the Parish Ministries Fund and the Mission and Renewal Fund. (Sections 1 and 2, and Appendix I)
3. Note the Council's proposal to increase the total available for Presbyteries to allocate to individual congregations and for other local purposes from 4% to 5% of the total Ministries and Mission contributions for 2016. (Section 3.1)
4. Note the indicative budget for 2016, the five year rolling budget for 2016 – 2020, the summary of operating results for 2014 and the analysis of 2013 congregational accounts. (Sections 3-7, and Appendices II-VII)
5. Note the welcome effect of the expansion of the Gift Aid Small Donations Scheme in 2016. (Section 8.3)
6. Receive the 2014 Report and Accounts of the Unincorporated Councils and Committees of the General Assembly. (Section 7.2)
7. Note the appointment from 27 June 2015 of Anne Frances Macintosh as Acting General Treasurer and confer upon the said Anne Frances Macintosh, Acting General Treasurer of the Church, full power to discharge all legacies, bequests or donations which may have been or may be left, bequeathed or made to the Church of Scotland, or any of the Schemes, Councils, Committees or agencies thereof, or which may have been or may be left, bequeathed or made to the United Free Church of Scotland or to any of the Schemes, Boards or Committees or agencies thereof and which in terms of the Agreement with the continuing United Free Church of Scotland fall to the Church of Scotland or its Schemes, Councils, Committees or agencies, and to sign all Discharges, Agreements, Indemnities, Undertakings, and other Deeds which may be necessary in connection therewith. (Section 14)

REPORT

1. 2014 Congregational Income

1.1 The starting point in the preparation of the indicative budget for the following year is the estimation of total congregational income for the previous year, drawn from the returns submitted by treasurers immediately after the year end. Provisional details of 2014 Congregational Income are contained

in Appendix I. These show that there was a marginal increase of 0.4% in total Ordinary Income, with offerings down by 1.1%, while Gift Aid tax recovered increased by 9.5% with the first full year since the Gift Aid Small Donations Scheme was introduced in April 2013. Thanks are due once again to the commitment and generosity of so many members and adherents

in continuing to support the work of the Church through their offerings in the current financial climate.

1.2 Early indications are that Other Congregational Income was little changed in 2014, although, as this heading includes a number of different categories of income, the total can only be confirmed when the detailed analysis of congregational accounts is completed in July. Income from outside organisations continued to increase and, as the first £20,000 of such income each year is not assessed for Ministries and Mission Contributions, with only half of the balance being assessable, this is a valuable resource for congregations. Greater use of church premises benefits both the finances and the mission and outreach of congregations, as well as developing links with local communities.

2. 2016 Income Disposition

2.1 The remit of the Council of Assembly requires it "to bring recommendations to the General Assembly concerning the total amount of the Church's Co-ordinated Budget for the following financial year and the disposition thereof amongst Local Congregational Expenditure, the Parish Ministries Fund, and the Mission and Renewal Fund". The Council's recommendations for total congregational contributions for 2016, and the allocation of these, are to be found in Appendix I. It should be noted that this deals only with the ordinary income of congregations and does not include extraordinary income, such as legacies, restricted income not available to meet regular expenditure, fabric project receipts etc, which are assumed to be used exclusively to meet local congregational expenditure.

2.2 **The Council of Assembly proposes that the amount of the Budget to be met by congregations in 2016 should be reduced by £425,000 from the 2015 total of £46,480,000 to £46,055,000.** As a result, it will be seen in Appendix I that local congregational

expenditure is projected to increase from 52.9% of total Ordinary Income in 2015 to 53.9% in 2016, with a fall in the Parish Ministries Fund from 39.7% to 38.3% (after deducting vacancy allowances), and an increase in the Mission and Renewal Fund from 7.4% to 7.8%.

2.3 Parish Ministries Fund

From Appendix II it will be noted that the total budget for the Parish Ministries Fund and other Ministries Council costs for 2016 is £45,396,000 (2015 - £47,989,000). After deducting income from external sources of £3,870,000 and annual income from investments of £1,282,000 the amount to be met by congregations is £38,796,000, a decrease of 2.1% on 2015. As the number of ministers has continued to fall, this once again gives a balanced operating budget for 2016. In addition, following a decision taken by the 2007 General Assembly, the Ministries Council is continuing to make annual direct contributions from its reserves towards the past service deficits of the Ministers and National Mission Pension Schemes, which closed to future accrual at the end of 2013. Following the triennial actuarial valuation carried out at 31 December 2012, this contribution is estimated at £700,000 for 2016 compared with £2,975,000 for 2015. It is anticipated that, following the next triennial valuation due at 31 December 2015, this annual sum may continue at the lower level as the funding position of the Schemes continues to improve.

2.4 Mission and Renewal Fund

The Mission and Renewal Fund's share of the Income Disposition will rise from 7.4% in 2015 to 7.8% in 2016, after releasing £1,449,000 from the Fund's annual income and reserves, which are held to support the budget and assist with containing the total amount required from congregations. This is due to additional funds of £175,000 being allocated to CrossReach and the establishment of a £150,000 Flexible Budget Fund for Councils, Committees and Departments to bid for later in the year when

final budgets for 2016 are being prepared. The Reserve Fund provides substantial support for the budget and the Council of Assembly will continue to use this resource to benefit the work of the Church.

3. The 2016 Co-ordinated Budget

3.1 In Appendix II, the Council presents an indicative budget for 2016 which reduces the total amount required from congregations by £425,000 from the 2015 total of £46,480,000, which itself was £500,000 lower than the total for 2014. This is possible because of a further fall in the total number of ministers likely to be in post in 2016. This has allowed the Ministries Council to prepare an operating budget for 2016 which requires a lower level of funding from Ministries and Mission contributions. This budget provides fully for the total projected number of Presbytery Plan posts which are likely to be filled during 2016 as part of the Parish Ministries Fund. The deficit of £748,000 arises as a result of the cost of some of the initiatives being undertaken as part of the Decade for Ministry being funded directly from Ministries Council's reserves. The Council of Assembly proposes to use the funds released by the reduction in the amount required of local congregations to increase the total available for Presbyteries for 2016 from 4% to 5% of the total Ministries and Mission contributions due from the congregations in each Presbytery; this means that around £2,500,000 is available to Presbyteries for local use. It is anticipated that this will not require a change in the scales used to calculate individual congregational contributions, but the benefit will be targeted by Presbyteries towards those congregations which have a particular need for extra short-term financial support or for additional local missional projects or staff posts to be funded directly by Presbyteries. The original 3% 'rebate' was introduced in 2005 to allow Presbyteries to use their local knowledge to assist congregations with imaginative mission initiatives as well as

those facing acute financial or fabric issues. With the emergence of new pressures on some congregations in recent years, the Council believes that further increasing Presbyteries' capacity to provide direct assistance to some of the Church's flourishing or most fragile congregations and, through local initiatives, to support additional Presbytery-wide work, is a better use of the funds available than making marginal alterations to the Ministries and Mission scales for some or all congregations by the equivalent of 1%. The use of the same scales for 2016, however, does not mean that individual congregations' Ministries and Mission contributions will remain the same, as the three year average income figures will still be used. Thus congregations which are not yet contributing their scale figure, or whose average income over the relevant three year period has increased, will see higher Ministries and Mission contributions, while those with falling income will see reductions.

3.2 It is increasingly clear that any growth in the aggregate income base is being constrained by the adverse effects on income of congregations uniting or being dissolved as part of Presbytery Planning, and the loss of assessable income from the small number of congregations whose ministers, and some of whose members, have, sadly, left the Church in recent years. Welcome developments in the careful financial management of the national Councils and Committees, and the increase in the proportion of congregations' income which is retained by them for local work, present an improving and more sustainable picture. What remains evident, however, is that the Church is only able to maintain the level of ministries and mission, both local and national, which its members are prepared to support through their offerings; diligent stewardship of the Church's resources of people, property and money remains paramount.

3.3 Appendix II shows indicative figures for Projected Gross Expenditure for each

Council and how this is to be funded, using contributions from congregations, income from external sources and annual income from investments, with any projected deficit being met from the reserves of the individual Councils. This shows that, with the exception of the Ministries Council, as mentioned in 3.1, all Councils are planning to break even in 2016. Since the 2009 General Assembly, Councils have been rigorously prioritising their work and developing financial plans to ensure that their annual expenditure is set at a level which is sustainable in the long term, bearing in mind the funds likely to be available from congregations and other sources of income. No Council is projecting a deficit for 2016, although in Support and Services, there are budgeted deficits in General Assembly expenses, due to rising costs, and in the Department of the General Assembly, the Safeguarding Office and the Communications Department due to staff cost pressures. £20,000 of extra funding has been made available to improve risk management and business continuity planning, both audit requirements. The Finance Group will continue to monitor the finances of all Councils through the regular review of monthly management accounts and reserves. The final determination of detailed individual budgets for 2016 will not be approved by the Council of Assembly until the final quarter of 2015, using management accounts for the first three quarters of the year and forecasts for the final quarter. The preparation and management of budgets is now a key performance objective for senior staff with budgetary responsibility within Councils and Departments, and it is clear that this is contributing to an improvement in the culture of accountability, ensuring that there is more effective stewardship of the Church's resources.

3.4 The Ministries Council will receive 85.3% of congregational contributions (including £3,474,000 of endowment income and glebe

rents) for use in the following work of the Church:

3.4.1 The Parish Ministries Fund, which includes:

- the National Stipend Fund, which pays the stipends and other costs of parish ministers.
- support and development of ordained parish ministry.
- the salaries and other costs of ordained deacons, associate ministers, community ministers, interim ministers, the readership, parish assistants and specialist workers employed or appointed by the Ministries Council in the context of Presbytery Plans. Parish staff employed locally by congregations are not paid from the Parish Ministries Fund.
- recruitment and education for ministers, including the employment of probationers.
- Decade for Ministry initiatives.
- emerging ministries, including New Charge Development.
- annual contribution to the Housing and Loan Fund.

3.4.2 Other Ministries Council costs, which include:

- Go For It Fund
- Priority Areas
- Workplace Chaplaincy.

3.5 The Mission and Renewal Fund will receive 14.7% of congregational contributions and is used to support the work of the General Assembly's other Councils and Committees:

- **Church and Society Council:** engaging in the national, political and social issues affecting Scotland and the world today.
- **Mission and Discipleship Council:** promoting an overall focus for worship, mission and the development of resources for congregations.
- **Social Care Council:** offering services and specialist resources in Christ's name to

further the caring work of the Church to people in need.

- **World Mission Council:** working internationally to share the gospel, support theological education and encourage holistic ministry.
- **Committees of the Church:** These are: Assembly Arrangements, Central Services, Chaplains to Her Majesty's Forces, Ecumenical Relations, Legal Questions, Safeguarding and the Panel on Review and Reform.
- **Support and Services Departments:** includes the Departments of the General Assembly, Stewardship and Finance, Law, Human Resources, Information Technology, Communications, Facilities and Central Properties.

3.6 The Council has been working to develop an evaluation tool to allow spending proposals for widely differing areas of the work of Councils and Committees to be compared and prioritised. As another step in this process, a new £150,000 Flexible Budget Fund is being proposed for 2016 within the Mission and Renewal Fund. This will allow any Council or Committee to present a business plan and bid for a share of the Fund. Budgets for Councils and Departments include a 1% cost of living increase for 2016, and a few other minor adjustments have been made for 2016. As a result, Councils and Departments will require to prioritise their work and keep strict control of their spending in 2016, in spite of the continuing deployment of the limited reserves held in the Mission and Renewal Reserve Fund to support the budget.

4. Five Year Rolling Budgets from 2016 to 2020

Five Year Rolling Budgets are indicative in nature and are intended to allow the development of longer term strategies and resource allocation. The Rolling Budget from 2016 to 2020 is shown in Appendix IV. As the

process for strategic planning continues to evolve, it will allow decisions on the future allocation of resources for the Church's ministry and witness in the longer term to be made within an agreed framework of core priorities and after proper evaluation of outcomes.

5. 2015 Detailed Budgets

The projected operating deficits for 2015 for the five main Councils reported to last year's General Assembly totalled £4,293,000, but this figure was revised to £5,627,000 when detailed budgets for 2015 were prepared and approved by the Council of Assembly in December 2014. The main reason for the increase was the effect of changes in the timing of the implementation of CrossReach's reorganisation of its Children and Families services which started in 2014 and is due to finish in 2016, resulting in a projected deficit of £2,422,000 for 2015 compared with the original budgeted deficit of £1,022,000. The Council of Assembly continues to be encouraged by the actions taken by Councils in managing budgets efficiently. The Ministries Council's operating budget has again been balanced, leaving the funding of the historic pension scheme deficit to be met from its reserves, but at a significantly lower cost for 2016. With CrossReach projecting a balanced budget for 2016, the Council of Assembly's objective for many years of individual Councils operating without recurring deficits will have been achieved.

6. Summary of 2014 Operating Results

6.1 Appendix III details the actual operating results for 2014 compared with these budgets. This shows a total operating deficit of £4,515,000 compared with the final budgeted total of £6,643,000, a favourable variance of £2,128,000. Within these totals the main reasons for the variances were:

Church and Society Council: the deficit was lower than budgeted due to gaps in staffing during the year.

Ministries Council: the continuing fall in the numbers of ministers and fewer Ministry Development Staff meant that employment costs were £1,253,000 less than budgeted.

Mission and Discipleship Council: a delay in filling staff vacancies led to an underspend on salary costs with a knock-on effect on planned project costs. Trading activities performed better than budget.

Social Care Council: operational difficulties at a few units continued to adversely affect the figures for Services to Older People, but, with Children and Families and Adult Services both performing better than expected, the overall results were close to the revised budget. Legacies were again lower than budgeted.

World Mission Council: two legacies totalling £250,000 and lower spending in some overseas regions were partly offset by the continuing distribution of accumulated restricted revenue funds.

Support and Services Departments: the total deficit was well below budget, with favourable variances in most departments due to the lower than expected employer costs in the first year of the new pension scheme. Additional external legal costs of over £46,000 were met by the General Purposes Fund.

6.2 The Council of Assembly continues to improve the process for approving detailed annual budgets and for scrutinising monthly management accounts; further progress in performance against more accurate and informed budgets continues therefore to be made.

7. Analysis of 2013 Congregational Accounts

7.1 During 2014, for the second year, as part of the annual analysis of all congregations' 2013

accounts to determine their assessable income for Ministries and Mission contributions, additional information was extracted on other aspects of congregational finance. This was compared with the figures for 2012 and the main findings were:

- 43% of congregations had increased assessable income in 2013 (2012 – 55%), while 57% had decreased income (2012 – 45%) (Appendix V).
- 52% of congregations showed an increase in unrestricted funds in 2013 (2012 – 51%), while 48% showed a decrease (2012 – 49%) (Appendix VI).
- 83% of congregations held more than 3 months' income in unrestricted reserves (2012 – 85%), with 36% having more than 12 months (2012 – 36%) (Appendix VII).

7.2 This confirms the figures in Appendix I which show a slight fall in aggregate income in 2013. Of the congregations where assessable income fell in 2013, a slightly greater proportion had income of over £80,000. However, once again, just over half of congregations showed an increase in unrestricted funds in 2013, helped by positive returns from investments. The number of months of assessable income held as reserves by congregations at 31 December 2013 showed little difference from the levels held at 31 December 2012. This would seem to confirm that the costs of maintaining the Church's local and national ministries and mission are being shared across all congregations in a reasonably equitable and sustainable way. The detailed results of this analysis are now used by the Stewardship Consultants in their work with Presbyteries to identify the comparative performance of their congregations as part of the National Stewardship Programme. This exercise is now carried out each year and, as more information becomes available, it will be possible to identify and report on any clear trends or patterns which emerge.

8. National Stewardship Programme

8.1 Stewardship Consultants visited over 220 churches in 2014 and had communication by email or telephone with many others too. 100 churches completed a programme based on "money" and the results of this were encouraging, with some congregations reporting in excess of 15% increases in offerings. Other benefits include increases in the use of standing orders and gift aid declarations. Churches also speak about gaining a greater understanding of the impact of their financial giving; learning more about the wider work of the Church; and gaining greater understanding of how to apply for Gift Aid or the Gift Aid Small Donations Scheme.

8.2 Increasingly, Presbyteries are demonstrating great diligence in encouraging congregations to participate in the National Stewardship Programme (NSP). Some Presbyteries have incorporated questions about implementation of the NSP into Local Church Review, providing the Presbytery with a picture of what congregations are doing to engage with stewardship. Others have taken a robust approach to the implementation of their 4% Presbytery allowance, insisting that successful applicants must demonstrate an appropriate level of engagement with the NSP (as defined by General Assembly 2011, Council of Assembly Report 3.1.9).

8.3 Gift Aid Small Donations Scheme

At present many congregations are making the most of the Gift Aid Small Donations Scheme (GASDS), introduced by the Government in April 2013. This scheme allows congregations to claim a Gift-Aid style repayment on small cash donations of £20 or less up to a threshold of £5,000 of donated income per year per congregation. On 18 March 2015 the Chancellor of the Exchequer increased that threshold from £5,000 to £8,000, to take effect from April 2016, which is good news for local congregations. It means that each congregation should be able to claim up to £2,000 per year on GASDS

claims just from loose cash in the offering plate. Many of our congregations have already seized upon GASDS and are exercising good stewardship in making sure they claim back the maximum amount available. Some congregations with additional buildings may be eligible for more than £2,000 and the Council urges all congregational treasurers to check their eligibility and make the most of the opportunity.

9. Conclusion

9.1 The steadiness of the level of offerings from members shows once again their high level of commitment to the ministry and mission of the Church. It is hoped that the increases in income now being seen from those congregations which have engaged with the National Stewardship Programme will inspire others to take an active part in the Programme and realise the potential of similarly increased income and engagement. All Councils have now successfully taken action to balance their planned expenditure with their current income, and so the financial position nationally shows a more sustainable picture than for many years. However, ministry numbers, Presbytery planning and investment returns will continue to exert significant influence on the Church's finances.

9.2 The Council of Assembly's Budget proposals for 2016 recognise that the falling number of ministers has allowed a further decrease in the total of Ministries and Mission contributions to be provided by congregations. This has enabled the funding of a further increase in the capacity of Presbyteries to support innovative as well as vulnerable congregations, and to fund Presbytery-wide projects, while providing stability for congregations to allow them to plan their finances. In addition, extra funding has been provided to CrossReach to support the Church's commitment to move towards paying the Living Wage to all staff. Councils

and Committees will require to continue to manage their budgets effectively to ensure that the progress made in recent years in balancing the overall budget is maintained.

10. Pensions

10.1 The Council provided an update on pension issues in its main report to the General Assembly. The 2014 General Assembly had heard that a technical difficulty had arisen with the treatment of the closed Staff Defined Benefits Pension Scheme which would affect the timetable for implementation of a General Assembly decision to discharge the Central Services Committee and transfer its responsibilities including its employing agency responsibilities to the Council of Assembly. The immediate practical consequences of the technical difficulty took some considerable time to explore but the Council is pleased to report now that the problem is resolved. However, that had to be done by retaining the Central Services Committee in existence as the formal employer of the staff. We continue to discuss with the Pension Trustees the best means of implementing the Church's wish to transfer the CSC's employing agency role to the Council of Assembly.

10.2 The Council is pleased to report that the possible imposition of a considerable increase in the annual Pension Protection Fund levy has been avoided after the successful presentation to the PPF of a well-argued case by our professional pensions advisers, PwC.

11. Audit Committee

11.1 Internal Audit

11.1.1 The Committee's remit includes responsibility for reviewing the systems of internal control and for oversight of the Internal Auditors. Internal Audit services are currently provided by Deloitte whose work was complemented by the appointment in January 2015 of an Assurance and Compliance Officer, directly employed by the CSC and reporting

to the Secretary, Council of Assembly. Internal Audit produce an annual programme of work based on an assessment of audit risk which seeks to ensure that all the main areas of activity are periodically reviewed. In addition to submitting reports at the end of each assignment, Internal Audit submits an annual statement for the Audit Committee on the system of internal control in the Unincorporated Councils and Committees.

11.1.2 Four reviews were conducted by Deloitte in 2014 and early 2015, covering the following areas:

- Financial Controls Frameworks Assessment
- Church and Society Council governance and management
- Media, Public Relations and Social Media
- Cost Savings Opportunities (final report awaited).

In addition, the Assurance and Compliance Officer completed a review of Purchasing and Payment of Suppliers and is moving now to conduct a review of payroll processes.

11.1.3 Deloitte have reported to the Audit Committee that, on the basis of the work undertaken for the year ended 31 December 2014, the Unincorporated Councils and Committees generally had an adequate framework of control over the systems examined. This conclusion is conditional on satisfactory implementation of recommendations from previous audit reports. The auditors have also reported that there has been slow progress in implementing some of the agreed recommendations. The Audit Committee is reviewing the way in which it monitors these matters.

11.2 Annual Accounts for 2014

11.2.1 As in previous years, separate sets of Accounts for 2014 have been produced for each of the following bodies by the Stewardship and Finance Department:

- The Unincorporated Councils and Committees

- The Church of Scotland Pension Trustees
- The Church of Scotland Investors Trust
- The Church of Scotland General Trustees
- The Church of Scotland Trust.

11.2.2 The Council of Assembly is responsible, on behalf of the General Assembly, for preparing and approving the Report and Accounts of the Unincorporated Councils and Committees, which comprise Ministries Funds, Mission and Renewal Funds, and Other Funds; approval was given at the Council meeting in April 2015. PwC gave an unqualified, or 'clean', audit opinion on the Accounts. The Assembly is invited to receive the 2014 Report and Accounts of the Unincorporated Councils and Committee. The Pension Trustees is an unincorporated body constituted by the General Assembly and the other three bodies are statutory corporations. These four bodies are responsible for producing and approving their own Accounts.

12. Statistics

The Council's main report mentions that it would be exploring further the opportunity to partner with the Church of England in a Church Census in 2016. We are pleased to report now that we have committed, along with many other denominations in Scotland, to supporting an ecumenical Church Census which is expected to take place in April 2016. Conducted by Dr Peter Brierley of Brierley Consulting, it will form the latest instalment in a series of such exercises carried out every decade since 1984. We hope that the results will aid in understanding the ecclesial geography of Scotland in these times, and commend participation to congregations. Further details will be issued to congregations in due course.

13. Gaelic

The Council of Assembly has responsibility for co-ordinating the Church's contribution to the development and promotion of Gaelic within the Church. As mentioned in the main report, the Council supported the organisation of a

conference in Glasgow in March 2015, An Ciad Ceum, to bring together those with an interest in the use of Gaelic within the Church. This event proved to be popular and successful, and it attracted a good deal of positive media coverage. There is renewed enthusiasm for Gaelic within the Church and the Council is now considering a number of suggestions from interested parties for further development work. Ideas include the organisation of a conference for Gaelic-speaking ministers to consider both the provision of worship resources and for mutual support and encouragement; the development of resources for native and learner Gaelic competent children across Scotland; the development of care provision in Gaelic for communities in the north and north-west; and the encouragement of positive links with Gaelic broadcast media. Any such requests have to be resourced, of course, but the Council will include consideration of a budget for Gaelic issues as it develops detailed budgets for 2016 later in the year.

14. General Treasurer

Iain Grimmond has resigned as General Treasurer of the Unincorporated Councils and Committees. The Council of Assembly has the powers, under section 8 of its remit, to deal with certain urgent issues arising between meetings of the General Assembly. The Council therefore reports that, acting under those powers, it has appointed Anne Frances Macintosh as Acting General Treasurer with effect from 27 June 2015. The Council asks the General Assembly to confer on Anne Frances Macintosh full power to discharge legacies, bequests and donations (as defined in section 7 of the proposed deliverance, above). The Council will proceed over the next few months to fill the post on a permanent basis and will bring a nomination to the 2016 General Assembly.

In the name of the Council

GRANT BARCLAY, *Convener*
 IAIN JOHNSTON, *Vice-Convener*
 PAULINE WEIBYE, *Secretary*

ADDENDUM**Iain W Grimmond, BAcc, CA, General Treasurer**

Iain Grimmond, General Treasurer since 2005, has resigned from his position with the Church and will be leaving in August 2015. Iain has filled this key – and onerous – role with dedication and distinction. Formerly Finance Director at Erskine Hospital, his long experience in the charity finance sector has been invaluable. The Church's financial affairs are complex but Iain's drive and vision have ensured that they are well-managed, with all Councils and Departments now operating within clearly defined budgets and with ready access to professional financial expertise and advice. Iain is also, however, a realist and there are many departments within the Church Offices which have benefited from his wise and

pragmatic advice. A goodly number of difficult issues have ceased to be problems once Iain has brought his skills and insight to bear on them.

Iain is an elder and assistant Session Clerk at his home congregation of Giffnock South and he has brought his deep knowledge of the local church and his obvious commitment to the work of the Lord to his day job. He leaves to pursue semi-retirement and, we suspect, to make a determined attempt to lower his golf handicap while at the same time enjoying his grandchildren's efforts to distract him. He has our sincere thanks for all that he has done for the Church and the very best wishes of his colleagues and all on the Council of Assembly.

APPENDIX I

CO-ORDINATED BUDGET STATISTICS 2013 TO 2016

	2013 Actual £'000	2013 Increase %	2014 Provisional £'000	2014 Increase %	2015 Projected £'000	2015 Increase %	2016 Projected £'000	2016 Increase %
CONGREGATIONAL INCOME								
Offerings	60,758	(1.1)	60,145	(1.0)	60,145	0.0	60,145	0.0
Tax Recovery on Offerings	10,624	1.1	11,632	9.5	11,700	0.6	12,000	2.6
Total Offerings	71,382	(0.7)	71,777	0.6	71,845	0.1	72,145	0.4
Other Ordinary Income	20,608	(2.7)	20,600	0.0	20,600	0.0	20,600	0.0
Total Ordinary Income	91,990	(1.2)	92,377	0.4	92,445	0.1	92,745	0.3
EXPENDITURE								
Available to Congregations	46,699	(3.3)	48,020	2.8	48,929	1.9	49,990	2.2
Parish Ministries Fund	39,957	1.4	40,077	0.3	39,617	(1.1)	38,796	(2.1)
Less: Vacancy Allowances	(1,689)		(2,623)		(2,964)		(3,300)	
	38,268	1.1	37,454	(2.1)	36,653	(2.1)	35,496	(3.2)
Mission and Renewal Fund	7,023	1.1	6,903	(1.7)	6,863	(0.6)	7,259	5.8
Total Expenditure	91,990	(1.2)	92,377	0.4	92,445	0.1	92,745	0.3
INCOME DISPOSITION								
	%		%		%		%	
Available to Congregations	50.8		52.0		52.9		53.9	
Parish Ministries Fund	41.6		40.5		39.7		38.3	
Mission and Renewal Fund	7.6		7.5		7.4		7.8	
	100.0		100.0		100.0		100.0	

APPENDIX II

2016 CO-ORDINATED BUDGET

Requirements for Parish Ministries Fund and Mission and Renewal Fund

	Projected Total Expenditure	=	To be met by Congregations	+	Income from External Sources	+	Annual Income from Councils' Investments	+	2016 Deficit to be met from Councils' Reserves	Final Budgeted 2015 Deficit
	£'000		£'000		£'000		£'000		£'000	£'000
Parish Ministries Fund (see Report para 2.3)	42,154	}	38,796		3,870		1,282		748	-
Other Ministries Council costs	2,542									
Past Service Pension Scheme Deficit 2012	700		-		-		-		700	2,975
Ministries Council Totals	45,396		38,796		3,870		1,282		1,448	2,975
Mission & Renewal Fund (see Report para 2.4)										
Mission & Discipleship Council	1,175		754		121		300		-	-
World Mission Council	2,884		1,107		600		1,177		-	36
Social Care Council	45,179		839		44,031		309		-	2,422
Church & Society Council	465		414		23		28		-	-
Support & Services Committees and Departments	6,282		4,815		1,237		-		230	194
Mission & Renewal - Flexible Budget Fund	150		150		-		-		-	-
Special Contributions:										
General Trustees – Central Fabric Fund	290		290		-		-		-	-
Christian Aid	85		85		-		-		-	-
Ecumenical Contributions	254		254		-		-		-	-

To be met from Mission & Renewal Fund Income/Reserves	74						
Mission & Renewal Fund Totals	56,838						
Grand Totals	102,234						
Total to be met by Congregations (before deducting Vacancy Allowances)							
		(1,449)	830	30	663	690	
		<u>7,259</u>	<u>46,842</u>	<u>1,844</u>	<u>893</u>	<u>3,342</u>	
		<u>46,055</u>	<u>50,712</u>	<u>3,126</u>	<u>2,341</u>	<u>6,317</u>	
		<u>46,055</u>					

Note: Income from external sources comes from the provision of services (eg CrossReach fees), legacies, donations, endowment income etc.

APPENDIX III

SUMMARY OF 2014 OPERATING RESULTS

	Total Budgeted Expenditure –	Total Budgeted Income	=	Budgeted Operating (Deficit)/ Surplus v	Actual Operating (Deficit)/ Surplus	=	Favourable/ (Unfavourable) Variance from Budget
	£'000	£'000		£'000	£'000		£'000
Ministries Council	48,273	45,161		(3,112)	(1,661)		1,451
Mission & Discipleship Council	1,229	1,200		(29)	144		173
World Mission Council	3,127	3,031		(96)	237		333
Social Care Council	51,780	48,621		(3,159)	(3,092)		67
Church & Society Council	513	490		(23)	(6)		17
Support & Services Committees and Departments (including the General Assembly, Ecumenical Relations, Safeguarding Office and Support Departments)	6,725	6,501		(224)	(137)		87
	<u>111,647</u>	<u>105,004</u>		<u>(6,643)</u>	<u>(4,515)</u>		<u>2,128</u>

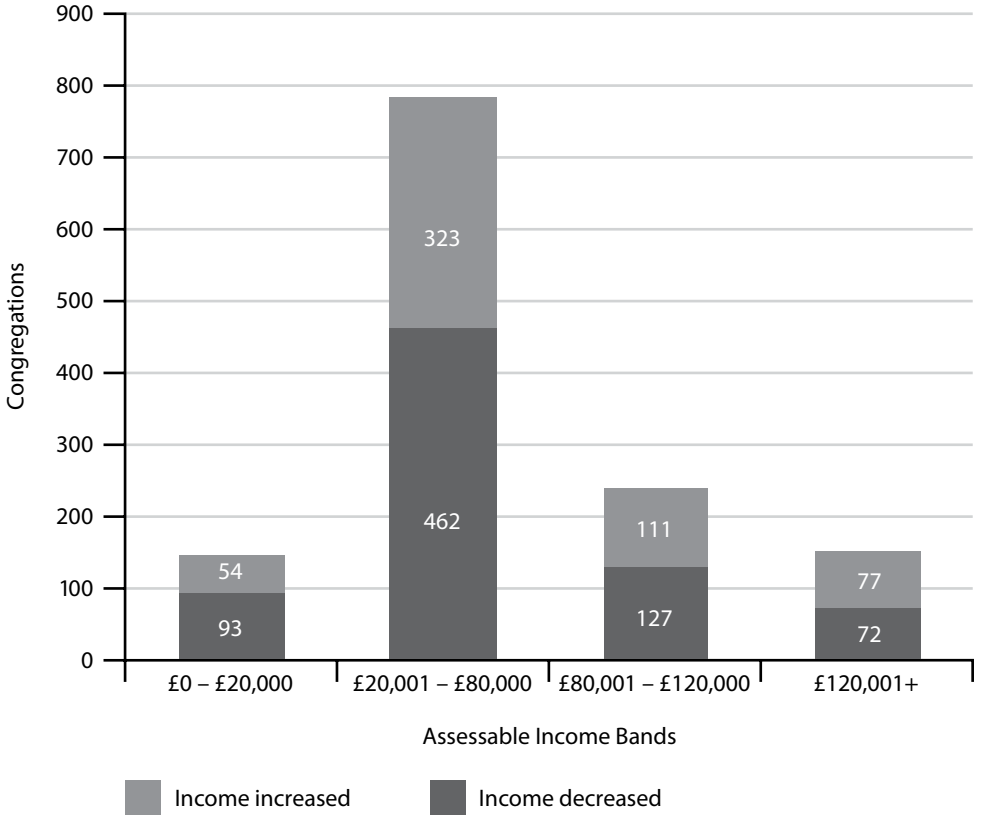
Note: These figures are taken from the 2014 management accounts and do not include any gains or losses on investments or property, property impairments and provisions, the effects of changes to the funding position of the pension schemes or the results of subsidiary companies.

APPENDIX IV
FIVE YEAR ROLLING BUDGET 2016 TO 2020
(based on congregational income increasing by
0.5% per annum from 2017 to 2020)

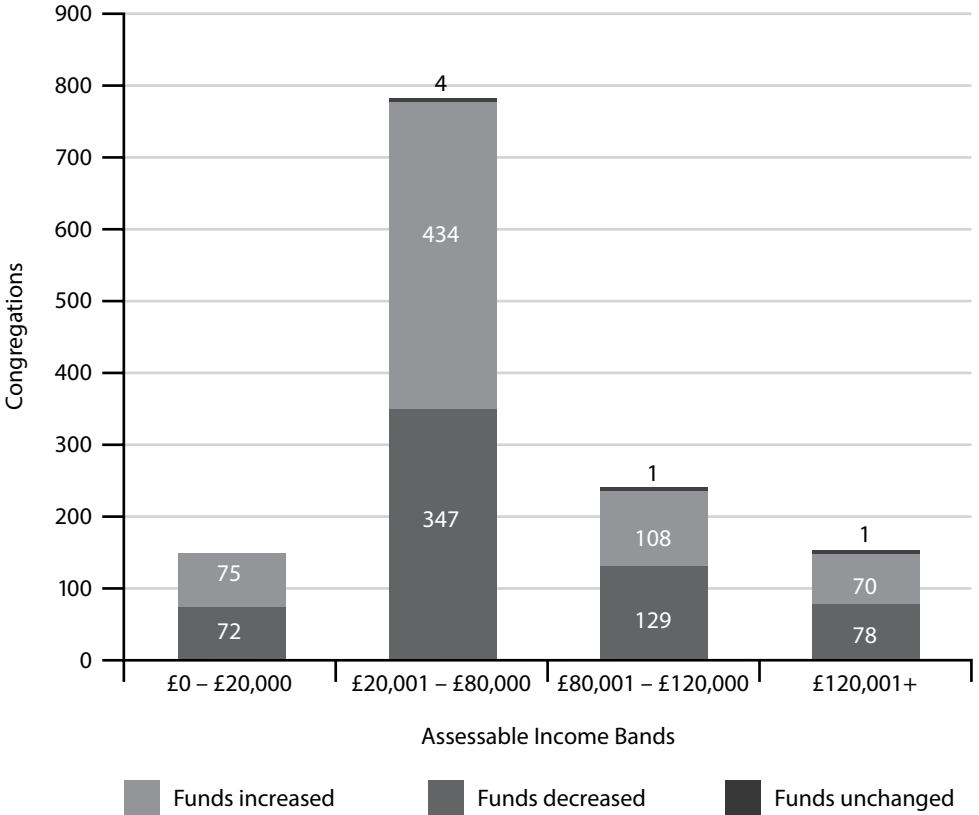
	2016 £'000	2017 £'000	2018 £'000	2019 £'000	2020 £'000
AVAILABLE TO CONGREGATIONS	<u>49,990</u>	<u>50,405</u>	<u>50,871</u>	<u>51,339</u>	<u>51,810</u>
PARISH MINISTRIES FUND	38,796	38,796	38,796	38,796	38,796
Less: Vacancy Allowances	<u>(3,300)</u>	<u>(3,400)</u>	<u>(3,500)</u>	<u>(3,600)</u>	<u>(3,700)</u>
	<u>35,496</u>	<u>35,396</u>	<u>35,296</u>	<u>35,196</u>	<u>35,096</u>
MISSION AND RENEWAL FUND	8,708	8,708	8,708	8,708	8,708
Less: To be met from M & R Fund Income/Reserves	<u>(1,449)</u>	<u>(1,300)</u>	<u>(1,200)</u>	<u>(1,100)</u>	<u>(1,000)</u>
	<u>7,259</u>	<u>7,408</u>	<u>7,508</u>	<u>7,608</u>	<u>7,708</u>
CONGREGATIONAL ORDINARY INCOME	<u><u>92,745</u></u>	<u><u>93,209</u></u>	<u><u>93,675</u></u>	<u><u>94,143</u></u>	<u><u>94,614</u></u>
INCOME DISPOSITION	%	%	%	%	%
Available to Congregations	53.9	54.1	54.3	54.5	54.8
Parish Ministries Fund	38.3	38.0	37.7	37.4	37.1
Mission & Renewal Fund	7.8	7.9	8.0	8.1	8.1
	<u><u>100.0</u></u>	<u><u>100.0</u></u>	<u><u>100.0</u></u>	<u><u>100.0</u></u>	<u><u>100.0</u></u>

Note: The budget figures for Congregational Income are for Ordinary Income only (e.g. offerings, tax recovered and other regular income). They exclude other sources of income (e.g. legacies, fabric fund project income and most income from the use of premises) which are available to be used solely for Congregational Expenditure.

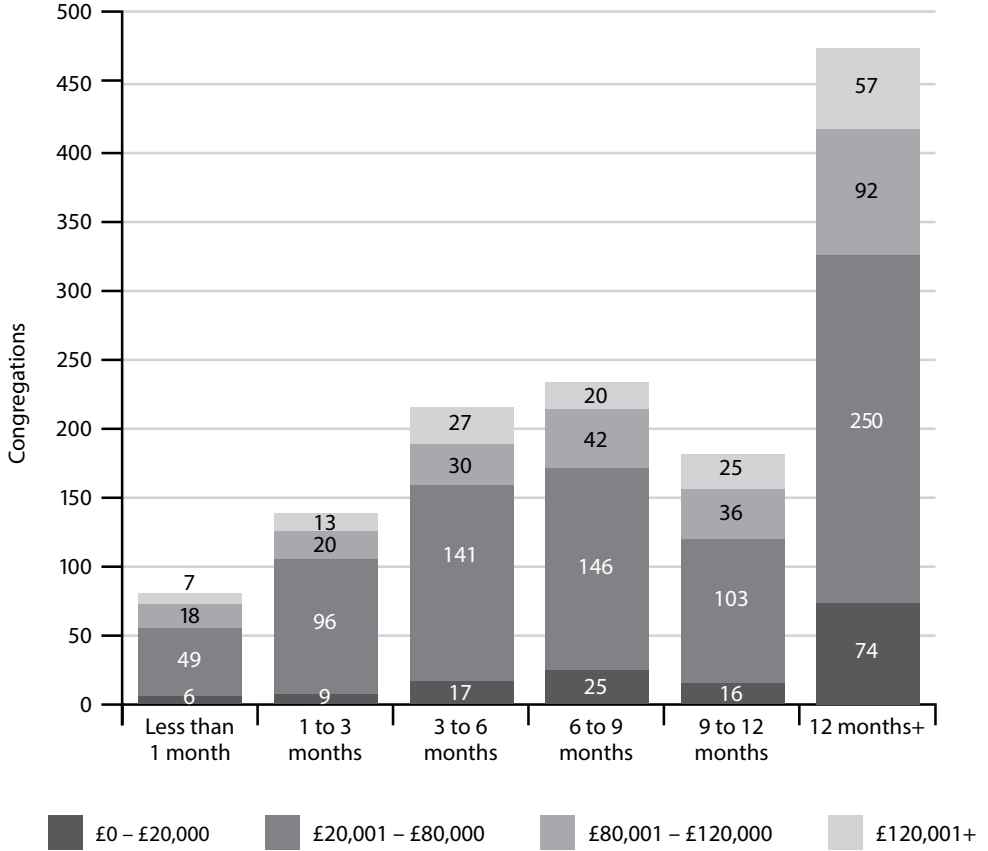
APPENDIX V
ASSESSABLE INCOME INCREASE/DECREASE
2012:2013
By Income Band



APPENDIX VI
UNRESTRICTED FUNDS INCREASE/DECREASE
2012:2013
By Income Band



APPENDIX VII
NUMBER OF MONTHS
UNRESTRICTED FUNDS:ASSESSABLE INCOME
2013
By Income Band



SUPPLEMENTARY REPORT
OF THE
MINISTRIES COUNCIL
MAY 2015
PROPOSED DELIVERANCE

The General Assembly:

1. Receive the Report.
2. Pass an Act amending Act IX, 2011 on Ordained Local Ministry as set out in Appendix 1. (*Section 1 and Appendix 1*).
3. Instruct the Council to prepare a policy for Shared Parental Leave for Parish Ministers and report to the General Assembly 2016. (*Section 2*)
4. Instruct the Council, in consultation with the Legal Questions Committee, to review the provision for Ministers laid out in Act VI, 1984 and report to the General Assembly 2016. (*Section 3*)
5. Note the pilot work supporting congregations wishing to engage in a path of refocussing and renewal and instruct the Council to work together with the Panel on Review and Reform in implementing and evaluating this project. (*Section 4*)

REPORT

1. Transfer of Ordained Local Ministry Candidates to training for the Parish Ministry.

1.1 Section 4.8 of the Council's main report to the General Assembly 2015 sets out the reasons for proposing amendments to Act IX, 2011 on Ordained Local Ministry. In summary, the proposed changes relate to: [i] arrangements for assessing an application from an OLM candidate in training for transfer to training for the Parish Ministry; [ii] arrangements for assessing an application from a serving OLM with fewer than five years of service for transfer to Parish Ministry; [iii] clarification of age limits for both transfer to Parish Ministry during OLM candidacy and transfer as a serving OLM to Parish Ministry.

1.2 The amendments to Act IX, 2011 are set out in Appendix 1 below and the General Assembly is asked to approve these for implementation from 1 June 2015.

2. Shared Parental Leave

2.1 From April 2015, new regulations for Shared Parental Leave are being introduced by the UK Government for employees. The Council will be adopting these in respect of its Ministries Development Staff. Over a number of years now, the Council, in concurrence with the Government Department of Business, Innovation and Skills (formerly the DTI), has also been committed to providing for office holders (Parish Ministers), rights equivalent to those afforded to employees.

2.2 Consequently, the Council plans to prepare a policy for Shared Parental Leave for Parish Ministers for consideration by the General Assembly in 2016. In the intervening period, the Council is committed to making appropriate interim provision for Parish Ministers in the event of a request for such leave being put forward.

3. Termination of Tenure – Provision for Ministers

3.1 Where cause arises for the termination of a Minister's tenure as a result of a Presbytery determining that an unsatisfactory state exists in a congregation (Act 1, 1988), provision is made for the care of the minister in the immediate aftermath. The terms of this provision are laid out as part of Act VI, 1984 on Congregations in Changed Circumstances. This Act has never actually been used by a Presbytery, but it is the reference point for other Acts in determining the terms of settlement for ministers in such a situation.

3.2 The terms outlined in Act VI, 1984 have not been reviewed since the legislation was enacted over thirty years ago. The terminology is long out of date (eg. reference to a Minimum Stipend Fund), and in places is simply inaccurate (eg. it refers to a 'manse allowance' which does not exist). The Council believes the time is right to conduct a review, in consultation with the Legal Questions Committee, and to bring a report to the next General Assembly.

4. Pilot Projects – Path of Renewal

4.1 The Council has been working closely with the Panel on Review and Reform over the past year as the Panel conducted a series of consultations with Presbyteries. One of the key outcomes of that consultation was the proposal to develop a pilot scheme with up to 20 congregations who may wish to embark on a path of refocussing and renewal. This pilot seeks to support ministers and congregations from a range of backgrounds in a process of transition from maintaining current patterns of church life and witness, towards one which seeks to take account of context with a more intentionally missional approach.

4.2 During the pilot, participating ministers and congregations would benefit from:

- an overnight conference every 3 - 6 months for the ministers, gathering together those

involved in the pilot congregations and helping them develop key leadership skills and strategies.

- a mentor/coach meeting monthly with each minister, helping them to root the teaching from the conferences into their own local context.
- support for the leadership team from someone with experience in transition and team development and an annual opportunity for teams to attend a regional day conference.
- additional parish staff employed, if required, for individual congregations. This will be at the level of one or two days a week, to support the existing work of the congregations, releasing the minister to engage in the development of new work and building up, specifically, new leaders. The Council anticipates that these additional staff will largely be drawn from, for example, recently retired people with pastoral skills.

4.3 The Panel will work closely with the Council in seeking to take this pilot forward. Presbyteries will receive details of the selection process for identifying appropriate ministers and congregations and will in due course be invited to nominate potential people and places. In seeking to select participants for the pilot process, the Council will endeavour to find:

- Ministers who recognise the necessity for change, have the gifts to lead through change and a willingness to work with a leadership team.
- Kirk Sessions who are supportive of change and are willing to be involved in championing change within the wider congregation.
- Presbyteries which are in a position to offer support to ministers and congregations throughout this process.

4.4 The Panel identified the following as some of the outcomes which it hopes will result from the pilot process:

- Ministers equipped in new ways to lead transition;
- vibrant, growing congregations with a missional focus and a team approach to ministry;
- the development of new local leadership;
- the development of a proven approach to transitioning churches from which the wider Church will benefit;
- some of those who become involved as leaders at a local level will sense a call to Ministry of Word and Sacrament within the national church.

4.5 Evaluation of the pilot process will take place with a view to lessons being learned for any future development of the work. It is hoped that the congregations involved in the pilot will themselves become a resource for the next tranche of congregations. The Council will bring a report on progress to the General Assembly 2016.

In the name of the Ministries Council

NEIL DOUGALL, *Convener*

COLIN BROUGH, *Vice-Convener*

NEIL GLOVER, *Vice-Convener*

MARJORY MACLEAN, *Vice-Convener*

DEREK POPE, *Vice-Convener*

MARTIN SCOTT, *Secretary*

APPENDIX 1

ACT AMENDING THE ORDAINED LOCAL MINISTRY ACT (ACT IX, 2011)

Edinburgh, [] May 2015, Session []

The General Assembly hereby enact and ordain that the Ordained Local Ministry Act (Act IX, 2011), as amended, shall be further amended as follows:

1. Delete the existing section 16 and substitute the following:

16. Transfer to the Ordained National Ministry

(1) In a situation where an Ordained Local Minister who has served in that office for at least five years desires to transfer to the Ordained National Ministry, the following procedure shall apply:

(a) The Ordained Local Minister shall inform the Council of his or her wish to transfer, and at the same time shall inform the Presbytery of the bounds;

(b) Having established eligibility, the Council in conjunction with the Presbytery of the

bounds shall arrange for the Ordained Local Minister to be interviewed by representatives of both bodies;

(c) At the interview attention shall be paid to the Ordained Local Minister's reasons for his or her wish to transfer, and his or her understanding of ministry shall be examined;

(d) Following a report from the interviewing group, the Presbytery shall make a decision as to the Ordained Local Minister's suitability for the Ordained National Ministry;

(e) In the event of the Ordained Local Minister being found suitable, the Council shall thereafter determine the requirements as to education and training, having regard to all the circumstances in each particular case;

(f) In the event of the Ordained Local Minister not being found suitable, that shall not affect his or her status as an Ordained Local Minister.

(2) In a situation where either (a) an Ordained Local Minister who has served in that office for less than five years or (ii) a candidate in training for the Ordained Local Ministry, desires to transfer to the Ordained National Ministry, the following procedure shall apply:

- (a) Such person shall inform the Council of his or her wish to transfer, and at the same time shall inform the Presbytery of the bounds;
- (b) Such person shall require to undergo National Assessment for the Ordained National Ministry in terms of section 6 of the Selection and Training for Full-Time Ministry Act (Act X, 2004);
- (c) If the person is accepted by the Assessment Conference as a prospective candidate for the Ordained National Ministry then that person will thereafter follow the appropriate procedure under Act X, 2004, including, though not restricted to, the requirement for nomination by Presbytery as a candidate for the Ordained National Ministry in terms of sections 7 to 11 of that Act and such requirements for education and training as may be determined by the Council, having regard to all the circumstances in each particular case;
- (d) If the person is not accepted by the Assessment Conference as a prospective candidate for the Ordained National Ministry then that person may apply again to transfer to Ordained National Ministry providing they have made only one previous application for acceptance as a prospective candidate for Ordained National Ministry or for transfer to Ordained National Ministry. For the avoidance of doubt, a person may make only three applications in total for acceptance as a prospective candidate for Ordained National Ministry or for transfer to Ordained National Ministry. In the case of a person not accepted on three occasions, a further application shall be possible only with the prior approval of the Committee.
- (e) If the person is not at any time accepted by the Assessment Conference as a prospective candidate for the Ordained National Ministry then such decision shall not affect the person's status as an Ordained Local Minister or as a candidate in training for the Ordained Local Ministry, as the case may be;
- (3) The following age limits shall apply to

Ordained Local Ministers or candidates in training for Ordained Local Ministry who seek to transfer to the Ordained National Ministry:

- (a) In respect of an Ordained Local Minister, an application to transfer cannot be received from any such person who in all normal circumstances could not complete the prescribed course before 31 December in the year of their 60th birthday.
- (b) In respect of a candidate in training for the Ordained Local Ministry, an application to transfer cannot be received from any such person who in all normal circumstances could not complete the prescribed course before 31 December in the year of their 55th birthday.
- (c) The acceptance of any person following an application to transfer will not automatically be continued if the prescribed course has not been commenced within three years of acceptance.
- (d) Nothing in this Act entitles a person who has applied for Ordained Local Ministry to seek to transfer to the Ordained National Ministry at any time prior to being accepted as a candidate for the Ordained Local Ministry in terms of this Act.

2. Delete the existing section 17(3) and renumber sub-section 17(4) accordingly. Insert a new section 18 as follows and renumber the remaining sections of the Act accordingly:

18. Transfer from Auxiliary Ministry to Ordained National Ministry

In a situation where an Auxiliary Minister desires to transfer to the Ordained National Ministry, the provisions of section 16(1) of this Act shall apply, as if the words "Auxiliary Minister" were substituted throughout for the words "Ordained Local Minister". For the avoidance of doubt, section 16(1) shall be applied to Auxiliary Ministers without the requirement for 5 years' service.

SUPPLEMENTARY REPORT
OF THE
SOCIAL CARE COUNCIL
MAY 2015
PROPOSED DELIVERANCE

The General Assembly:

1. Receive the Report.
2. Note with disappointment that the funding received from funding agencies does not enable the Social Care Council to meet the Scottish Living Wage for all its employees.
3. Welcome the additional funding made available from the Scottish Government, Local Authorities and Council of Assembly to address the issue of low pay for CrossReach employees.
4. Support the Social Care Council and other agencies of the Church as they urge funding agencies to meet the full costs of the Scottish Living Wage in the funding of services commissioned.

REPORT

In 2012 the General Assembly agreed a deliverance by the Church and Society Council in relation to the Living wage:-

1. Support the principle of a Living Wage by encouraging all Church of Scotland employers to pay staff the Living Wage.
2. Instruct the Church and Society Council to support congregations and other Church of Scotland organisations to work towards paying staff at least the Living Wage or to have an action plan in place to do so by 2015.
3. Call on the Scottish Government and Scottish Local Authorities to revise procurement policies in favour of service providers which pay at least the Living Wage.

The Social Care Council is absolutely committed to the Scottish Living Wage and would wish to pay at least this to all employees of CrossReach. However, given that 70% of our income comes from local authorities and other public bodies we are dependent on the funds being made available through such contracts to achieve this.

Prior to and post the 2012 Assembly the Council has implemented a range of cost efficiencies in order to reduce its operational deficit, maintain business in an increasingly competitive market and achieve a balanced budget in order that it is no longer dependent on the sale of assets to maintain operational services. All of this has been carried out in a financial environment where public spending has been steadily reducing and contracts for services are demanding more for less. Sadly the reality is that within its current levels of income the Council is unable to meet the costs of the Scottish Living Wage, currently set at £7.85/hr. Not only is the cost of achieving this for all employees, currently below this level, unachievable the increased costs of maintaining reasonable differentials between ancillary staff and care staff makes it even more so.

As a Council we have since 2012 made clear to Local Authorities, primarily through COSLA that we are unable to pay the Scottish Living Wage

unless this is reflected in the funding levels for the services which they commission from us; we know that other care agencies have made similar representations. In addition the Church and Society Council has campaigned on this point, as well as the fact that if Local Authorities are paying the Scottish Living Wage to their own employees then they should do so for the services that they fund.

The Social Care Council were pleased that, as a result of the negotiations on the National Care Home Contract for residential services for older people, funding was made available by the Scottish Government and Local Authorities to address the issue of low pay in the social care sector.

The Council of Assembly recognised that, whilst the Church has supported the payment of the Scottish Living Wage, the funding levels for CrossReach services have not enabled this to be achieved. Clearly the costs of full implementation of the Scottish Living Wage and maintenance of reasonable differentials cannot be met from Church finances. However in light of the commitment from Scottish Government and Local Authorities the Council of Assembly has agreed an increase in funding to the Social Care Council with effect from the 2016 budget to enable an increase in hourly rates to be paid to some of CrossReach's lowest paid staff.

The outcome of these two increases in funding is that the Social Care Council will be in a position by no later than November 2015 to pay ancillary staff an hourly rate of £7, compared to their current rate of £6.57. In addition it will

enable the Council to pay all Care and Support Workers the Scottish Living Wage and maintain the existing differentials between ancillary staff, first line care and support assistants and Care and Support Workers.

The deliverance approved by the General Assembly in 2012 required Councils to have a plan in place by 2015 to pay the Scottish Living Wage. For the reasons outlined in relation to funding of services delivered by CrossReach the Council is unable to lay out a plan outlining a date by which the Scottish Living Wage and maintenance of reasonable differentials will be achieved.

The Council welcomes the additional funding from the Scottish Government, Local Authorities and Council of Assembly as a means of achieving increased levels of pay for its lower paid staff. However, it does not meet the costs of the payment of the Scottish Living Wage and to this end the Council will, along with other agencies of the Church, continue to urge funders to fund services to the level that will enable this to be achieved.

In the name of the Council

SALLY BONNAR, *Convener*
RICHARD FRAZER, *Vice-Convener*
RICHARD BEGG, *Vice-Convener*
PETER BAILEY, *Chief Executive Officer and Council*

SUPPLEMENTARY REPORT
OF THE
CHURCH OF SCOTLAND GUILD
MAY 2015
PROPOSED DELIVERANCE

The General Assembly:

1. Receive the report.
2. Welcome the Guild's Action Plan and commend it to the whole Church (Appendix 1)
3. Instruct the Guild to report on the progress of the Action Plan to the General Assembly of 2016
4. Affirm the place of the Guild of today within the structures of the Church of Scotland and commit to support the work of the Guild at local, regional and national levels
5. Instruct all Presbyteries and Kirk Sessions to discuss the Action Plan and to consider their response to it (3.6)

REPORT**1. Introduction**

1.1 At the General Assembly of 2014 the Church of Scotland Guild reported on the work of a focus group set up to look at the future of the Guild.

1.2 Whilst welcoming the report, the General Assembly instructed the Guild to respond to it in these terms:

Instruct the Church of Scotland Guild to create a strategy, underpinned by an action plan, using the insights of the Focus Group recommendations, to provide a positive future for the Church of Scotland Guild and report to the General Assembly of 2015.

1.3 The Guild welcomed this instruction as it allowed both the General Assembly and the Guild itself to reflect critically and prayerfully on the issues raised by the Focus Group, most of which were already very well-known to the Guild in any case.

1.4 These were issues of perception, identity, membership numbers and purpose which

had grown out of a situation in which the Guild found its environment had changed enormously in a relatively short time period.

1.5 Over the past session, the Guild's National Executive has spent a great deal of time considering the challenges and the opportunities that lie before it.

1.6 The result of these deliberations is the Action Plan which is attached to this report as Appendix I.

1.7 The importance of this Plan to the Guild is clear. It contains thoughts and suggestions that can give us the basis of our work over the next few years, aiming to encourage Guild people to be confident about their place in the wider Church, but also encouraging new people to join us as we seek our path.

2. The Process so far

2.1 Following the dissolution of the Focus Group and having received the instruction from the General Assembly set out in paragraph 1.2 of this report, the Guild's National Executive set

aside time at several meetings to discuss its response.

2.2 The resultant document was then disseminated to the membership, via the Presbyterian Councils, for further comment and amended accordingly.

2.3 The document attached to this report will form the basis of the Guild's planning for the short to medium term and, we hope, will be accepted by the General Assembly as a good response to the instruction from the 2014 General Assembly.

3. The Whole Church

3.1 The Assembly's instruction was welcomed by the Guild in part because it allowed us to take forward a number of issues that are crucial to our future work.

3.2 However, it was just as welcome (perhaps even more so), because it reflected a level of interest in our work and recognition of our importance to the General Assembly's own view of the Guild and its place within the wider context of the Church's life.

3.3 We recognise that the Guild is not present in every congregation or charge,

but we hope that everyone in the Church of Scotland will consider the Action Plan and take the opportunity to discuss, within their own situation, how they might support the work of the Guild.

3.4 That could mean support for existing Guilds, forming of new Guilds, finding new ways of organising Guilds, looking to support our work or make use of our published resources and our people.

3.5 We estimate that around 6% of the total membership of the Church of Scotland is made up of Guild members, which extrapolates to perhaps as much as 15% of those attending Church on a regular basis.

3.6 We hope that this Action Plan will help everyone in our Church to think about the place and the potential of the Guild.

3.7 We also hope that it might be a starting point for much wider reflection and offer it to the General Assembly in that spirit.

In the name of the Church of Scotland Guild

KAY KEITH, *National Convener*
IAIN WHYTE, *General Secretary*

APPENDIX 1

The Action Plan

**Change is about the acknowledgement of the present and the anticipation
of the future....
It is not about criticism of the past!**

1. Introduction

1.1 These are exciting and challenging times for the Guild. The contents of the Action Plan should be seen in that way.

1.2 This is a step on a journey that extends into the future and which emerges from a past in which the Guild has never sought the safe and cautious route, but rather has challenged and enquired and led, both internally and in terms of the wider church.

1.3 The fervent hope is that the plans laid out here will be embraced by the Guild, but also by others as we seek to serve.

1.4 This paper has been prepared by the General Secretary and discussed and amended by the National Executive. It has been discussed by the Presbyterial Councils of the Guild.

1.5 The intention of the document is to present a draft timetable and process which will meet the requirements of the instruction from the General Assembly.

1.6 It is presented under these main headings:

- Guild Membership
- Communications
- Operational matters
- Branding

Whilst it is helpful from a structural point of view to have these headings, they cannot be seen as discrete, rather as a web of intertwined issues.

1.7 The content of this paper has its roots in the work of a Focus Group that was established by the Guild in 2013-14, the findings of which are attached as an Appendix to this document.

2. Guild Membership

2.1 *In the last 22 years, the membership of the Guild has decreased from 66 000 to 23 000, a drop of over 60%.*

The number of groups has declined from 1545 to 917, a drop of around 40%.

(Figures as per 2014 report to the General Assembly)

2.2 This drop in membership is an indication of changing perceptions of the Guild and the Church. It is also indicative of a changing society, in which virtually every membership group shows similarly alarming drops in their numbers.

2.3 The Guild must, therefore, keep calm in the face of such statistics and recognise that what they say is not necessarily that the Guild has no future, just that it has a future that is very different from its past.

2.4 We cannot face that future expecting numbers to return to their former size. We cannot expect the Guild to thrive and remain vibrant by looking backwards at all, in fact.

2.5 Rather, we need to celebrate our tradition and use it to encourage us as we seek to find the way ahead.

2.6 Membership numbers are a sign rather than a destination, but perhaps we need to look

at ways in which we can sustain membership, make it more appealing to a wider range of people and shape the Guild in ways that give it purpose, that offer opportunities for service as well as recognising the needs and expectations of the existing membership.

2.7 That means an organisation that is built on the three tenets of the Guild:

Worship, prayer and action

2.8 The Guild is at its best when it seeks to serve, when it looks outwards rather than inwards. The future guild must recognise that and build on that view. To look inwards is to become insular and to close in on ourselves, risking the blocking of access to new people and new ideas.

2.9 As well as the issues of numbers, the membership discussion needs to look at the place of men in the Guild and this report will make suggestions regarding that matter.

2.10 Proposals

It is proposed that we should attend to the matter of membership numbers as a consequence of other work, rather than as an end in itself. No-one can really be sure of what an encouraging level of contemporary membership might be but as a membership organisation we do have to set aims, albeit ones that may be reviewed and revised.

2.11 That said, it is to be hoped that membership numbers will respond positively to new thinking and new investment, therefore, the following targets are proposed as relatively modest measures of success. Whilst these targets are to an extent arbitrary, it is important that the Guild looks ahead positively and enthusiastically. We need to believe in ourselves if we want other people to believe in us!

- **Slow the reduction in branch numbers to 1% per annum within three years, 0% in five years**
- **Slow the reduction in membership to 1% in three years and aim to increase by 1% in five years.**
- **Increase the number of men amongst the membership to 1000 within five years.**

3. Communications

3.1 In a national organisation with hundreds of groups and thousands of members, communication is clearly key.

3.2 At present our communications with members are fairly traditional in their format. We offer:

- 2 general mailings in September and January
- 2 Guildweek mailings in September and March
- 1 Presbyterial Council mailing in March
- 1 Treasurers' Mailing in November

The September, January and March mailings above include newsletters for each member.

3.3 These various mailings allow for the distribution of administration forms, news and general information as well as inviting response from members in terms of finances, statistical returns and general comment.

3.4 Given their regular pattern, they limit us in terms of fresh information, depending on a certain amount of chance with regard to timing of the receipt of ideas and information and their dissemination.

3.5 In an age of electronic communication, it is crucial that we seek to embrace new ways of communicating with our membership (and with others, of course).

3.6 This means that we have to acknowledge the limitations that some folk may have regarding access to technology and the ability to use it.

However, it is suggested that the response should be framed in terms of offering support and alternatives to those who struggle in these areas rather than avoiding their use.

3.7 Proposals

It is proposed that we investigate the following, with the expectation that we will make use of as many of these opportunities as possible:

- **The development of the Guild web presence, either within the Church of Scotland site or on an independent platform, this to include access on-line to Guild published resources**
- **The development of an e-newsletter**
- **Building further towards “paperless” agendas and minutes**
- **On-line ordering of goods and resources (possibly including on-line payment)**
- **Electronic forms for statistical returns, event registration, etc**
- **The development of blogs with the opportunity for comment and the exchange of ideas/good practice**
- **The establishment of special interest forums for members to link with each other**
- **The development of the use of social media to help with the exchange of information and to support such elements of our work as Guild week**
- **Use of online meetings to reduce costs and to extend access**
- **The development of a system of local contacts able to access such information and facilities and to make the content of these available to those unable to access it themselves**

4. Operational matters

4.1 A large organisation, especially one with our geographical spread, needs to have in place systems and structures that allow it to work efficiently and effectively.

4.2 Such structures and systems need to be designed to support the work of the Guild, not the other way round. They need to take account of who we are and also of who we would like to be.

4.3 Furthermore, they need to be viewed in the context of an organisation that faces practical challenges of numbers, leadership and demographics. The historical structures we have do not fit the contemporary environment and we need to be prepared to amend and adjust them so that they do.

4.4 Operational matters are the dry bones of an organisation yet the area where about which we can easily get most exercised.

4.5 Proposals here are presented as positive steps to reduce pressure on individuals and groups and to increase the efficiency with which the organisations operates, releasing energy for the real work of the Guild.

4.6 The Guild operates locally, regionally and nationally and so suggestions are made for each of these.

4.7 Locally

4.7.1 The challenges faced by Guild groups are those faced by the Church of Scotland as a whole. They exist to varying degrees in different places and can be met in different ways as well, depending on the numbers of people involved, the location, the congregational context and other factors.

4.7.2 In broad terms we have these:

- Ageing membership
- Falling numbers
- Difficulties in recruiting leadership
- Fatigue
- Loss of confidence

4.7.3 The response to these issues needs to be pragmatic in the first instance and innovative shortly afterwards.

4.7.4 It is essential that we don't lose the energy and commitment of the Guild as a result of people feeling pressured to maintain what has always been.

4.7.5 The way ahead must involve a toolkit of options that are available to assist people to continue the work of their Guild...again putting that at the centre rather than the maintenance of a system.

4.7.6 Proposals

It is proposed that we:

- **Develop resources that illustrate different ways in which local Guilds can be organised**
- **Develop dialogue with Ministers, in training and in service, to inform them of the benefits of having a Guild group**
- **Encourage Guilds to work together, even amalgamate, where that allows the sharing of resources**
- **Find ways of supporting Guilds from the regional and national levels, an area that needs to be addressed in terms of the Presbyterian Councils and the National structures**
- **Use publicity and marketing to encourage new people to see a place for them in the Guild**

4.8 Regionally

4.8.1 It is in the local group that the work of the Guild and the experience of being the Guild is most clearly seen.

4.8.2 However, the Guild is **not** a collection of separate groups.

4.8.3 The Guild is a **movement**... an organisation which has a sum greater than its parts, which has a voice at regional and national level and which has a dialogue taking place between these various elements.

We join together in groups to form a supportive and effective body.

We join together in Presbyterian Councils to do the same on a wider basis.

4.8.4 The problem is that the issues that face Guilds locally are reflected in some cases at Council level.

4.8.5 Other issues that affect the role of Presbyterian Council are:

- Historic patterns which have been left behind by Presbytery boundary changes in some places
- Perhaps a loss of identity as the emphasis can be seen on the national and local rather than on the middle "layer", resulting in a lessening of the sense of purpose of the Councils.
- Again, difficulty in finding leaders and office bearers

4.8.6 We currently have 63 Councils listed as operating in our database.

We have 47 Presbyteries in Scotland and England.

This means that there is a disconnection between the two, which can have implications for reporting and for the relationship between a Presbytery and its Guilds.

4.8.7 Equally, it can be argued that there is an option for us to have groupings of Councils to allow sharing of ideas, events and resources.

4.8.8 If we take this issues alongside the others listed above and the reducing numbers of Guilds and members, then perhaps we are at a stage when we need to think seriously about the numbers of Councils we are operating, again looking at how we can reduce the pressure on those running them.

4.8.9 Furthermore, we can look at the role of the Council and give it more clarity and purpose in the expectation that we can increase enthusiasm for people to be involved.

4.8.10 Clearly, there is a balance to be struck between the local knowledge required of a Council and it being large enough to be effective.

4.8.11 Proposals

It is proposed that we look at a series of options, some of which are complementary and some mutually exclusive:

- **We review the number of Councils in the light of the membership statistics and changing Presbyterial boundaries**
- **We explore the possibility of reducing the number of Councils to create a more regional than Presbyterial structure**
- **That we re-examine the role of the Council, particularly regarding the devolution of remits and enabling them to have a support and servicing role rather than a business focus**
- **That we look to have a regular pattern of "maxi-rallies" to offer an accessible and motivational event for Guild members, these to offer opportunity for the dissemination of resources and information**
- **We review the roles of Educational Representatives and other offices within Councils alongside national reviews as listed below**

4.9 Nationally

4.9.1 As has been said earlier, the Guild is a movement. Its national existence is much more than a series of bureaucratic forms and committees. Rather, it is an organic entity which allows the Guild to have a voice in the national church, in councils and committees and on issues within the wider society, recent examples being human trafficking and domestic abuse. Similarly, our partnership with the National Youth Assembly and emerging partnerships with Crossreach demonstrate how the collective nature of the Guild can be brought to bear across a wide agenda.

4.9.2 The Guild is not an exclusively female organisation, but it does offer a voice to the women of the church as it always has.

4.9.3 It is also now in a place where it can look to encourage participation by men rather than just recognise that it is open to them to join.

4.9.4 Nationally, the Guild's biggest challenge has been the changing environment in which it finds itself. In church terms this has most clearly been the result of women being welcomed as ministers and elders. These changes have diluted this need for the Guild.

4.9.5 As at local and regional level, we therefore experience a lessening of confidence and identity that tend to result in defensive responses...a turning inwards and protecting what we know.

4.9.6 We also suffer from an acceptance of other people's views of who we are and what we can be. If stereotypes are presented often enough it is easy, even inevitable, that we begin to believe them.

4.9.7 The role of the National Guild is:

- To support the work of the local and regional groups through advice and resources
- To encourage a feeling of belonging to something bigger than the local group
- To co-ordinate major events and initiatives, not least the Project Partnership scheme
- To represent the Guild within the national structures of the Church of Scotland
- To act as a conduit for the exchange of information and ideas and good practice
- To connect with people in other places, both at home and abroad, who share our interests
- To represent the Guild (and often the Church of Scotland) on external groups

4.9.8 The challenge is always one of communication...how to stay close to so many groups and individuals and to be a useful and inspirational support to them.

4.9.9 Proposals

To better fulfil the remit of the National Guild, it is proposed that we:

- **Develop and enhance our communications processes in the ways outlined earlier in this paper**
- **Review our financial processes that we have in place, including payment for events, speakers and resources**
- **Review the role of the National Executive in the workings of the Guild to ensure that it is an effective place of dialogue between Councils and the Leadership team**
- **Aspire to having a system of regional support remits, either on a paid or voluntary basis. These to provide accessible contact and practical support to the Guilds at the regional and local levels**
- **Review the role of Educational Representatives, Theme and Topic Days and other relevant roles and concepts**
- **Review the format, title and structure of the annual meeting to include local inputs as well as national ones and to better reflect the nature of the event**
- **Develop membership services to offer added value to membership, to include events, interest groups and member benefits**
- **Offer regular maxi-rally events as described in the section on regional Guild**
- **Hold a conference on the place of men in the Guild and seek to develop a particular piece of national work/initiative to encourage this**

5. Branding

5.1 One of the biggest, perhaps the biggest, issues facing the Guild is one of image.

People have a view of what the Guild is which does not reflect so much of the amazing work that we do:

- The pastoral role the Guild plays towards its members
- The local activity in congregations that happens because of the Guild
- The learning and faith development that takes place within the Guild
- The work of the Project Partnership scheme
- To take a leading role in bringing issues of concern to the notice of the whole Church of Scotland

5.2 If we are to appeal to a wider group of people and encourage more involvement, then we need to overcome these established views.

5.3 That means an exercise in marketing and publicity which demonstrates the breadth and depth of the Guild.

5.4 It has been suggested that the name of the organisation is itself a barrier to those outside it and that may well be the case. However, there is a very strong and valid view that says the Guild is who we are...that the many thousands of members within it firmly identify themselves as members of the "Guild". Indeed, the change of the name was a suggestion in the major review of the Woman's Guild in 1997 and such was the feeling at the time that the review agreed that changing to the Church of Scotland Guild to reflect the acceptance of men into membership was change enough.

5.5 There is no current suggestion that the name of the organisation should change.

5.6 However, there do exist some groups who have adopted a different name at a local level whilst remaining within the Guild "family".

5.7 Perhaps this offers a way forward in which the on-going membership and their expectations can be complemented by those of new members.

5.8 Beyond the name, there are many other areas in which “branding” can be addressed.

These include:

- The advertising of Guild events and meetings
- The presentation of resources
- The profile we have within the Church and elsewhere
- The ways in which people can join and attend
- Relationships with other groups
- Technical but significant things such as logos and the wording of our aim

5.9 Proposals

It is proposed that:

- **The Guild looks to a major recruitment and renewal drive within the Church, including those places where no Guild currently exists**
- **Open meetings and information sessions to be offered locally and at General Assembly**
- **Emphasis is given to informing men that they can be part of the Guild**
- **The design and delivery of resources is refreshed to make them more interesting and appealing**
- **Communications are developed to increase the profile and reach of the Guild**
- **Recognise that local groups may want to adopt a local name for a group while remaining affiliated to the Guild... (“XXXX group”...part of the Church of Scotland Guild)**
- **Programmes and syllabi are refreshed to encourage new membership...including circulating these to non-members**

Action Plan and Timeline

A. Overall targets

- **Slow the reduction in branch numbers to 1% per annum within three years, 0% in five years by:**
 - *Developing support and advice services through National Executive, Presbyterial Councils, staff, and ambassadors, eg, former national leaders of the Guild and other supporters of the movement*
 - *Modelling new ways of forming and running Guilds*
- **Slow the reduction in membership to 1% in three years and aim to increase by 1% in five years.**
 - *Using all opportunities such as Guild week to feature a recruitment drive*
 - *Building on the work of the Project Partnership Scheme to encourage new, active involvement*
 - *Increased circulation and regularity of Guild newsletters and social media blogs*
- **Increase the number of men amongst the membership to 1000 within five years**
 - *Develop a focus for the place of men in the Guild, eg a foreign connection*
 - *Introduce and develop the “Men’s Shed” idea to Scotland*
 - *Aim to have t least one man on each Presbyterial Council and four on National Executive*
 - *Include men’s section in newsletters*
 - *Using Guild week to feature a recruitment drive*
 - *Encourage existing men’s groups to become affiliated Guild groups*

B. Communications

1. **The development of the Guild web presence, either within the Church of Scotland site or on an independent platform, this to include access on-line to Guild published resources (April 15)**

- *Work with appropriate Church of Scotland Departments to facilitate changes*
- *Refresh the general appearance of the website and advertise it across all networks*
- *Develop the website as a major area of communication and dialogue as per the points below*

2. The development of an e-newsletter (April 15)

- *Meet with Church of Scotland Communications department to discuss, develop and implement this resource, including format, management, editing and timing*
- *Meet with other departments of the Church of Scotland to explore their experience of such newsletter*

3. Building further towards “paperless” agendas and minutes (On-going, in place April 17)

- *Establish electronic communication of papers as the norm, with processes in place to support those who require “hard-copy” materials*

4. On-line ordering of goods and resources (possibly including on-line payment) (Dec 15)

5. Electronic forms for statistical returns, event registration, etc (Dec 15)

- *Trial programme of this undertaken with ten Presbyterian Councils and their Guilds, these to be self-selecting*
- *“Roll out” to all Councils and Groups for session 2015-16*

6. The development of blogs with the opportunity for comment and the exchange of ideas/good practice (April 15)

- *Begin with Convener and/or General Secretary*

7. The establishment of special interest forums for members to link with each

other, initially promoted and supported at Presbyterian Council level (Dec 15)

- *These to be either online discussion-based groups or social groups which are self-managed. Examples to include book groups, sports groups, cultural interest groups*

8. The development of the use of social media to help with the exchange of information and to support such elements of our work as Guild week (On-going, in place April 17)

- *Sharing of resources and ideas*
- *Exchange of good practice*
- *Mutual support*

9. Use of online and conference call meetings to reduce costs and to extend access (Dec 15)

- *Begin with national leadership team having one meeting in session 15-16 in this way*
- *Develop strategy for those who are unable to be involved in such meetings (see below)*

10. The development of a system of local contacts able to access such information and facilities and to make the content of these available to those unable to access it themselves (April 16)

- *Seek volunteers to pilot and explore this way of working*

C. Local Issues

11. Develop resources that illustrate different ways in which local Guilds can be organised (Dec 15)

- *Use people who have introduced new approaches to disseminate their practice and experience*
- *Use of maxi-rallies and other speaking invitations to promote innovative approaches*

Use of online forums to promote these ideas

12. Develop dialogue with Ministers, in training and in service, to inform them of the value of having a Guild group (On-going, in place April 17)

- *Dialogue with Ministries Council to explore routes by which this can happen*
- *Invite ministers and parish workers to be included in e-newsletter circulation*

13. Encourage Guilds to work together, even amalgamate, where that allows the sharing of resources (On-going, in place April 17)

- *As per 11, above*

14. Find ways of supporting Guilds from the regional and national levels, an area that needs to be addressed in terms of the Presbyterian Councils and the National structures (On-going, in place April 17)

- *Explore options for staff and/or elected members being contacts for regions and Guilds within regions*
- *Refresh and/or affirm the role of Presbyterian Councils in this*
- *Review the role of Educational Representatives to allow them to be Resource or Theme Representatives*
- *Review representation at national level*

15. Use publicity and marketing to encourage new people to see a place for them in the Guild (On-going, in place April 17)

- *Use of all platforms to raise the profile of the Guild and to challenge stereotypes*
- *Local meetings or presentations to promote Guild membership and participation*
- *Produce a DVD and/or Powerpoint presentation on the life and work of the Guild, this to be reviewed annually*

D. Regional Issues

16. Review the number of Councils in the light of the membership statistics and changing Presbyterian boundaries (April 16)

- *Undertake a broad consultation with Councils to assess the variety of needs, expectations and issues*
- *Recognise the geographical issues that may restrict the options*
- *Encourage neighbouring Councils to work collaboratively*

17. We explore the possibility of significantly reducing the number of Councils to create a more regional than Presbyterian structure (April 16)

- *This idea to be addressed in parallel with 16, above*

18. That we re-examine the role of the Council, particularly regarding the devolution of remits and enabling them to have a support and servicing role rather than a business focus (Dec 15)

- *This idea to be addressed in parallel with 16, above*

19. That we look to have a regular pattern of "maxi-rallies" to offer an accessible and motivational event for Guild members (April 15)

- *Two maxi-rallies to be held each session, in autumn and spring*

E. National Issues

20. Develop and enhance our communications processes to make maximum benefit of electronic options (On-going, in place April 17)

- *Regular e-news letters*
- *Blogs and forums*
- *Electronic communication of meeting papers*
- *Electronic forms for conference registration, admin and financial returns, etc*

21. Review the financial processes that we have in place, including payment for events, speakers and resources (Dec 15)

- *Undertake a comprehensive review of the financial model operated in the Guild, including capitation fees, Council dues, conference fees*
- *Review the operation of the Guild Initiative Fund*
- *Enter discussions with "Go for it" and other sources of funding to explore possible Guild innovations and funding for these*

22. Review the role of the National Executive in the workings of the Guild to ensure that it is an effective place of dialogue between Councils and the Leadership team (Dec 15)

- *Further develop current structure to ensure the Executive is a place of discussion and motivation rather than a technical business meeting*
- *Develop training and induction process for new members to help them fulfil their role most effectively*
- *Consider moving to a pattern of National Council with a smaller group operating as the "Executive", perhaps in a cabinet model with Committee Conveners meeting to develop policy*
- *Circulate a digest of the Executive quickly to the wider membership*

23. Aspire to having a system of regional support remits, either on a paid or voluntary basis. (April 16)

- *In the light of issues such as difficulty in finding leaders and office-bearers, we look to have staff available to support groups and councils*
- *Use reserve funding to undertake a three year trial scheme, with evaluation of the scheme based on membership sustainability and feedback from local groups and councils*
- *Explore the establishment of a training and support programme for office-bearers*

24. Review the role of Educational Representatives, Theme and Topic Days and other relevant roles and concepts (April 15)

- *Recognising that Educational Representatives are often under-used and often unsure of their role, redefine that role to a clearer one of Theme Representative*
- *Discontinue the present Theme and Topic Days and divert funding to support the work of the Theme/Resource Representatives*
- *Promote resources through these Reps and through the enhanced communications options described elsewhere in this document*

25. Review the format, name and structure of the annual meeting to include local inputs as well as national ones and to better reflect the nature of the event (April 15)

- *Rename the meeting to reflect its nature as a celebration of the Guild*
- *Devote one section of the meeting to local news and celebration of local groups*
- *Consider a light-hearted, but positive "awards" section with such as "Guild of the Year", "Outstanding Service", "Breaking the Mould" headings*

26. Develop membership services to offer added value to membership, to include events, interest groups and member benefits (On-going, in place April 17)

- *See 7, above*

27. Organise 2/3 "maxi-rally" events annually (April 15)

- *See 19, above*

28. Hold a conference on the place of men in the Guild and seek to develop a particular piece of national work/initiative to encourage this (April 15)

- *Conference to look at the experience of men in the Guild, how to encourage others to join, to give a focus to their work and to look at how Guild groups can design syllabi to reflect mixed membership*

F. Branding

29. The Guild looks to a major recruitment and renewal drive within the Church, including those places where no Guild currently exists (April 16)

- *Promotional material published, including printed, online and video resources*
- *Widely publicised events held in up to six locations and at times suited to different lifestyles, eg evening and weekend options as outlined in 31-36, below*

30. Open meetings and information sessions to be offered locally and at General Assembly (April 16)

31. Emphasis given to informing men that they can be part of the Guild and explore ways of supporting and focussing their membership (April 15) (See 28, above)

32. The design and delivery of resources is refreshed to make them more interesting and appealing (Dec 15)

33. Communications are developed to increase the profile and reach of the Guild (On-going, in place April 17)

34. Recognise that local groups may want to adopt a local name for a group while remaining affiliated to the Guild (On-going, in place April 17)

35. The content, planning and delivery of programmes and syllabi to be refreshed to encourage new membership...including circulating these to non-members (On-going, in place April 17)

36. Commission a new logo for the Guild to accompany a re-launch of the organisation (April 17)

37. Consider the wording of the aim of the Guild (April 17)

STANDING ORDERS

I. Commissions	67
II. Conduct of Business	68
III. Members not Commissioners	70
IV. Committee Reports and Overtures	72
V. Conduct of Cases	74
VI. Order of Debate	77
VII. Committees and their Membership.....	81
VIII. Alteration and Suspension.....	86

THE CHURCH OF SCOTLAND GENERAL ASSEMBLY 2015

STANDING ORDERS

I. COMMISSIONS

1. Roll of Presbytery. Each Presbytery Clerk shall, by 15 January of each year, transmit to the Clerks of Assembly the number of charges, appointments and deacons specified in sections 2 and 4 of Act III 2000 (as amended) – all as at 31 December immediately preceding.

2. Presbyterial Representation. The Assembly Arrangements Committee shall meet in January of each year for the purpose of considering the said Rolls and of ascertaining the effect, as regards representation, of any changes in Presbyteries which have occurred in the course of the previous year. The Clerks of Assembly shall immediately thereafter intimate to Presbyteries what will be their representation in the ensuing Assembly.

The decision of the Assembly Arrangements Committee, so intimated to Presbyteries, shall be subject to review by the Assembly on Petition by the Presbytery concerned.

3. Question Arising. Should there arise between the month of February and the opening of the Assembly any question regarding representation not provided for in these Orders, the Assembly Arrangements Committee shall have power to dispose thereof.

4. Furnishing of Commission. The Clerks of Assembly shall furnish Presbytery Clerks with a copy of the approved form of Certificate of Commission.

5. Transmission of Certificates. The names, in alphabetical order, and full postal addresses of Commissioners from Presbyteries, shall be transmitted by Presbytery Clerks to the Clerks of Assembly not later than 31 March in each year so far as they have been elected by that time.

Certificates, endorsed by the Clerk of each Presbytery to the effect that to the best of his knowledge the Elders named therein are bona fide acting Elders and are commissioned by the Presbytery, shall be transmitted by Presbytery Clerks so as to be in the hands of the Clerks of Assembly not less than one week before the opening of the Assembly.

6. Committee on Commissions. The Committee on Commissions shall consist of the Clerks; the Principal Clerk shall be Convener. The Committee shall prepare a report on all Commissions and Certificates transmitted to them for submission to the Assembly at the opening Session. The said Committee shall prepare and print a list of Commissioners.

Along with the said list a copy of the Standing Orders of the General Assembly shall be made available to each member.

The Clerks shall arrange to forward to each Commissioner, at least one week before the opening day of the Assembly, a copy of the volume of Reports and Proposed Deliverances and a copy of all Assembly Papers then available.

7. Objections. The Committee on Commissions shall, if called upon, or if it shall appear to it necessary or expedient so to do, hear any person whose Commission is objected to in support of his Commission, and also any person or persons who may object to such Commission.

8. Late Commissions. It shall be competent at any time during the sitting of the Assembly to lodge with the Clerks of Assembly Commissions which have not previously been transmitted to them; and such Commissions shall be submitted by the Clerks to the Assembly on the day next after that on which the Commissions have been lodged, and shall be disposed of by the Assembly as may seem proper.

II. CONDUCT OF BUSINESS

(a) OPENING SESSION

9. Convening. The Commissioners elected to serve in the Assembly shall convene on the day and at the hour fixed for the meeting of the Assembly, and, after prayer by the Moderator of the preceding Assembly, the List of Commissioners shall be laid on the table.

10. Election of Moderator. The election of a Moderator shall then be made.

11. Her Majesty's Commission. Her Majesty's Commission to the Lord High Commissioner shall then be read and ordered to be recorded.

12. Her Majesty's Letter. Her Majesty's Letter to the Assembly shall then be read and a Committee shall be appointed to prepare an answer thereto.

13. Standing Orders. The Standing Orders shall be laid on the table.

14. Committee on Commissions. The Report of the Committee on Commissions (SO 6) shall be called for and disposed of.

15. Order of Business. The Assembly shall appoint a Business Committee, the Convener and Vice-Convener thereof normally to be the Convener and Vice-Convener respectively of the Assembly Arrangements Committee. The Assembly Arrangements Committee shall prepare and submit at the opening session an Order of Business for the first two days.

(b) BUSINESS COMMITTEE

16. The Business Committee shall consist of forty Commissioners including the Convener and Vice-Convener; and the Moderator, Clerks, Procurator and Law Agent shall be additional members, *ex officio*.

17. First Meeting. The Business Committee shall meet on the opening day of the Assembly as intimated and thereafter as business may require. At its first meeting it shall consider the Draft Order of Business which shall have been prepared by the Assembly Arrangements Committee for the business of the Assembly subsequent to the first two days, and shall be wholly responsible therefor.

18. Selection Committee. Commissioners to the General Assembly shall be free to nominate other commissioners to serve on the Selection Committee. The names of those proposed shall be brought before the first meeting of the Business Committee which, in turn and without being limited to those names proposed by commissioners who are not among its members, shall nominate a Selection Committee of twenty commissioners, including a Convener and Vice-Convener, whose function it shall be to select and submit to the Assembly for their approval names of persons to serve on all Special Commissions and Committees appointed during the sittings of the Assembly. Such persons need not be commissioners.

19. Communications. All letters addressed to the Moderator for the purpose of being communicated to the Assembly shall, in the first instance, be laid before the Business Committee, which shall advise the Moderator as to their disposal.

20. Paper through Boxes. Requests for permission to distribute material through Members' boxes should be submitted to the Assembly Arrangements Committee before the commencement of the Assembly, and requests received thereafter shall be submitted to the Business Committee. Any other Committee concerned should be informed and supplied with copies, if available, of the material to be distributed.

(c) DEVOTIONAL EXERCISES

21. The Lord's Supper. The Assembly shall celebrate the Sacrament of the Lord's Supper at a time appointed by the General Assembly at its opening session.

22. Acts of Worship. The Moderator shall be responsible to the Assembly for the conduct of all acts of worship, and shall consult the Assembly Arrangements Committee or the Business Committee anent any proposed innovation in such conduct.

(d) MISCELLANEOUS

23. Minutes. The minutes of each day's proceedings, if available, together with the Agenda for the following day or days, intimations of meetings of Committees, and Notices of Motion, shall be printed as the "Assembly Papers", and shall be made available for all members. The Minutes, being taken as read and full opportunity having been given for correction, shall be approved as available. It shall always be in order at the close of any particular item of business to move that the Minute thereon be adjusted and approved. Before the dissolution of the Assembly a small Committee, appointed for the purpose, shall be authorised to approve the Minutes not already approved by the Assembly.

24. Quorum. The quorum of the Assembly shall be thirty-one, of whom not less than sixteen shall be Ministers. Any Member may at any time call the attention of the Moderator to the fact that there is not a quorum present, and if, on a count being made, it is found that such is the case, it shall be the duty of the Moderator to suspend or adjourn the session.

25. Tellers. The Assembly Arrangements Committee shall submit for the approval of the Assembly at their first session a proposed Panel of Tellers. (See SO 104.)

26. Printing of Acts. The Committee on Commissions (SO 6) shall arrange for the printing of the Acts of Assembly and shall print in the Assembly Papers of the penultimate day an Interim Report thereon, which shall be considered on the last day of the Assembly.

27. Examination of Records. Minutes of the Standing Committees of the Assembly shall be examined by the Legal Questions Committee. The Committee shall report thereon to the General Assembly.

28. Returns to Overtures.

(a) A Committee on Overtures and Cases, consisting of the Clerks, Procurator and Law Agent of the Church (with the Principal Clerk as Convener) shall advise any Committee or individual on the procedure to be followed in

respect of measures requiring process under the Barrier Act.

(b) For the avoidance of doubt, measures other than Acts of Assembly may be referred for the consideration of Presbyteries, in which case they shall be presented to the General Assembly in the form of an Overture set out as an Act.

(c) For the avoidance of doubt, it is open to the General Assembly to decline to consider any motion of which it believes inadequate notice has been given, considering the nature of its content.

(d) Measures remitted to Presbyteries by an Overture under the Barrier Act shall be accompanied by a note of the voting figures in the General Assembly, the text of the relevant Report and a note by the Clerks explaining any technical or legal matters contained in the Overture.

(e) All Presbyteries shall make a return in respect of every Overture sent down under the Barrier Act. The return shall be made upon the schedule sent electronically to the Presbytery Clerk for the purpose, transmitted to the Clerks of Assembly, and then submitted to the Committee on Overtures and Cases. The Committee shall classify the returns and make a report to the next Assembly. It shall be the duty of the Committee to report not only the number of Presbyteries for and against an Overture, but also the numbers voting in the Presbyteries as reported in the schedule.

(f) The Report of the Committee shall include the text of such Overtures as have been approved by a majority of Presbyteries.

(g) The Assembly Arrangements Committee shall ensure that the Committee's Report classifying returns is taken by the General Assembly no later than session 2 thereof, and in any case before any debate that in the opinion of the Committee on Overtures and Cases would more usefully follow consideration of the Committee's Report.

(h) The Report of the Committee shall be given in to the Assembly by the Principal Clerk,

with the reply to the debate on the merits of the measure given by the relevant Convener. Both should be available to answer questions, as appropriate.

29. Special Commissions and Committees.

Special Commissions or Committees will only be appointed where the General Assembly has no existing Standing Committee to which the matter under consideration can, in all the circumstances, properly be remitted. In normal circumstances, business proposed by Councils or Committees of the General Assembly or proposed by Commissioners in the course of debate shall be remitted to one or more of the appropriate Standing Committees listed in SO 111. When, from time to time, a Standing Committee requires to co-opt relevant expertise in order to fulfil the work remitted to it by the General Assembly, it should acknowledge the same in its Report to the General Assembly.

30. Closing of Assembly.

When the business set down for the last day of the Assembly has been disposed of, the Assembly shall be closed by addresses by the Moderator to the Assembly and to the Lord High Commissioner, and by an address by the Lord High Commissioner to the Assembly, during an act of worship, and dissolved according to the practice of the Church.

III. MEMBERS NOT COMMISSIONERS

(a) MEMBERS *ex officio*s

31. These are the Moderator of the Assembly, on election, and the immediately preceding Moderator, the Clerks, Procurator, and Law Agent, and also the Convener and Vice-Convener of the Business Committee upon their election. They have all the rights and privileges of Commissioners.

(b) CORRESPONDING MEMBERS, DELEGATES AND VISITORS – DEFINITION

32. Corresponding Members.

Representatives of Departments and Standing Committees as stated in SO 33.

Delegates from other Churches. Representatives of other Churches who come in response to an invitation from the Principal Clerk sent at the request of the World Mission Council or from the Committee on Ecumenical Relations to their Church to send a delegate or delegates to the General Assembly and who are duly accredited by the Courts or equivalent authority of their Churches.

Visitors. Visitors from other Churches who come with a Letter of Introduction from Assembly or Presbytery Clerks or equivalent officer of their Church.

33. Corresponding Members

1. (a) The following shall have the right to appoint Corresponding Members in terms of (b) below:

Council of Assembly, Church and Society Council, Ministries Council, Mission and Discipleship Council, Social Care Council, World Mission Council, Committee on Church Art and Architecture, Central Services Committee, Ecumenical Relations Committee, General Trustees, Church of Scotland Guild, Trustees of the Housing and Loan Fund, the Nomination Committee, Panel on Review and Reform, Safeguarding Committee and Stewardship and Finance Committee.

(b) Each of the above shall appoint for each day a member or staff-member to act as Corresponding Member, and will advise the Assembly Arrangements Committee not less than one week before the commencement of the General Assembly of the names of the Corresponding Members appointed for each day. The names of Corresponding Members appointed under this Standing Order shall be printed in the Assembly Papers.

2. The Secretaries of the Council of Assembly, the Church and Society, Ministries, Mission and Discipleship, Social Care and World Mission Councils, the Ecumenical Officer, the Editor of Life and Work, the General Treasurer, the Head of Stewardship, the Head of Human Resources, the Convener of the Nomination Committee and the Scottish Churches' Parliamentary

Officer shall be Corresponding Members when not Commissioners.

3. The Charity Trustees of the Unincorporated Councils and Committees of the General Assembly who are also Conveners of the Finance, Governance, Staffing and Communication Committees of the Council of Assembly shall also be Corresponding Members when not Commissioners.

34. Status. Corresponding Members of Assembly shall be entitled to attend all sessions of the same and to speak on any matter before the Assembly affecting the interests of their Council or Committee, where applicable, but shall not have the right to vote or make a motion.

(c) YOUTH REPRESENTATIVES

35. Status

(i) One person between the ages of eighteen and twenty-five on the opening day of the General Assembly shall, if possible, be appointed by each Presbytery to serve as a Youth Representative; each Representative shall be regularly involved in the life and worship of a congregation within the bounds of the Presbytery, and the minister of the congregation shall provide confirmation of this involvement if asked by the Mission and Discipleship Council.

(ii) The National Youth Assembly each year shall appoint ten of its own number, being between the ages of eighteen and twenty-five on the opening day of the following General Assembly, to serve as Youth representatives to that General Assembly.

(iii) Youth Representatives shall be entitled to speak and move motions but not to vote: during debates on Committee reports during debates on Overtures

(iv) Youth Representatives shall not be entitled to speak, move motions or vote: during debates on Petitions or cases during debates on matters affecting General Assembly procedure or Standing Orders

(v) Youth Representatives shall not be members of the Commission of Assembly.

Oversight

(vi) The Mission and Discipleship Council shall take responsibility for Youth Representatives and shall extend to them appropriate hospitality.

(d) DELEGATES AND VISITORS

36. Reception. Delegates from other Churches shall be received and welcomed by the Moderator. The Assembly Arrangements Committee is authorised, after consultation with the World Mission Council and the Ecumenical Relations Committee, to recommend to the Moderator to invite two specified delegates to convey greetings briefly after all the delegates have been received and welcomed by the Moderator.

37. Status.

(i) Delegates to the Assembly shall have the right to attend all sessions and to speak on all matters before the Assembly, except when the Assembly are exercising judicial functions, but shall not have the right to vote.

(ii) Visitors shall have the privilege of seats in the Assembly but without the right to speak or vote. As in the case of Delegates, the officials of the World Mission Council, the Ecumenical Relations Committee, or other relevant Council or Committee shall extend appropriate hospitality to Visitors.

38. Oversight. The officials of the World Mission Council, the Ecumenical Relations Committee, and other Councils or Committees which may be interested in Delegates, shall see that Invitations to Assembly functions are procured for the Delegates, and that the Members of Assembly shall do everything in their power to make the visits of all the Delegates pleasant and profitable.

(e) NON-MEMBERS

39. Guest Speakers. Where any Committee wishes that one of its members or staff members, not being a Member of Assembly, should have an opportunity of addressing the

Assembly in connection with the discussion of its Report, the Convener shall, before the commencement of the debate, (i) obtain the permission of the Convener of the Business Committee, and (ii) inform the Moderator. Where any Committee wishes that a person, not being a Member of Assembly or member or staff member of that Committee, should address the Assembly, the Convener shall submit the name of such person for approval to the Assembly Arrangements Committee before the Assembly opens, or to the Business Committee during the sittings of the Assembly, and the decision of the Assembly Arrangements Committee or Business Committee shall be final, unless the Assembly themselves shall resolve in terms of SO 127 hereof to dispense with the observance of Standing Orders in respect of that particular matter.

40. Conference Sessions. The Assembly Arrangements Committee, or the Business Committee, in consultation with other Councils and Committees as appropriate may invite the General Assembly to meet in conference sessions and arrange for guest speakers to address such sessions. Councils and Committees shall also be free to invite guests, whom they consider to have a particular interest in the matter under discussion, to participate in the debate. When the General Assembly is meeting in conference no resolutions shall be framed or decisions taken. Expert speakers invited to address the conference shall be allowed a maximum time of fifteen minutes. All other speeches shall be limited to five minutes.

IV. COMMITTEE REPORTS AND OVERTURES

(a) REPORTS

41. Transmission. Reports of all Committees reporting to the Assembly shall be transmitted to the Clerks of Assembly not later than the first Monday after the third Tuesday in February each year provided that, by arrangement

with the Clerk of Assembly, a Statement and Proposed Deliverance on the Budget of the Church, report on Congregational Statistics as reported by Kirk Sessions through Presbyteries and report on Statistics of Ministry may be submitted at a later date, but in time to be printed and forwarded with the Reports. All Reports shall be accompanied by the Deliverance to be proposed to the Assembly, and when the Proposed Deliverance exceeds two sections each section shall be numbered consecutively.

42. Printing. It shall be the duty of the Clerks to arrange for all such Reports and Proposed Deliverances to be printed in the authorised form, to be stitched together, paged, and for a copy to be forwarded to each Member of Assembly at least one week before the day of meeting. All Reports so distributed shall be held as read. Each Committee shall immediately after the rising of the Assembly furnish the publisher of the Reports with the number required for circulation.

43. Oral Reports and Reports of Sub-Committees. Oral Reports shall not be received, and no Sub-Committee shall give any Report to the Assembly.

44. In Retentis. Reports shall not be engrossed in the Minutes, but two copies of each printed Report certified by one of the Clerks as being that given to the Assembly, shall be kept in retentis; and the Reports thus collected shall be bound up in volume to be preserved among the other Records of the Assembly.

45. Questions on Reports. After the Deliverance on the Report of any Committee has been moved and seconded the Assembly, before dealing with any other motions or amendments thereon, shall have opportunity for asking questions on the Report, this being without prejudice to the right of Members to put questions, with the leave of the Assembly, at any subsequent stage.

46. Questions requiring Notice. It shall be in order to ask questions of the Convener

regarding any matter in the care of the Committee to which no reference is made in the Report but in such cases timeous notice shall be given to the Convener.

47. Deliverance. The final Deliverance of the Assembly upon the Report of any Committee shall follow immediately after the consideration of that Report, except in the event of a special reason for the contrary having been approved by the Assembly and recorded in the Minutes.

48. Late Reports. Reports of Committees appointed during the sittings of Assembly, if they propose any motion not already printed, shall be put into the hands of the Clerks of Assembly at least one day prior to their being considered, and printed in the "Assembly Papers".

(b) OVERTURES

49. Transmissions. All Overtures from Presbyteries passed on or before 24 April shall be sent to the Clerks of Assembly not later than that date in each year. Overtures from Commissioners shall be lodged with the Clerks not later than noon on the third last day of the meeting of the Assembly, unless the Assembly for special reason decide otherwise.

50. Printing. The Clerks shall arrange for the printing of Overtures, at the expense of those promoting them and for their circulation to Commissioners, either with the papers for Cases or in the "Assembly Papers".

51. Form. Overtures should contain a brief statement of the matter to be brought before the Assembly together with a Proposed Deliverance, of which the first section shall be "The General Assembly receive the Overture".

52. When Taken. Overtures relating to matters under the care of the Committees of the Church whose reports are on the Agenda for one of the first two days of the Assembly shall be assigned by the Assembly Arrangements Committee (unless the Committee on Overtures and Cases decides not to transmit) to the place in the discussion at which they shall be introduced to the

Assembly. In other cases this shall be done by the Business Committee. When the Proposed Deliverance of an Overture is capable of being treated as a counter-motion or amendment to the Proposed Deliverance of a Committee, or as a new section of such Proposed Deliverance, it shall be so treated.

53. Grouping. Overtures on the same or cognate subjects shall be grouped by the Assembly Arrangements Committee or Business Committee of the Assembly and only one speaker shall be heard introducing each group.

54. Introduction. An Overture from a Presbytery may be introduced by any member of that Presbytery, specially appointed for the purpose, at the bar; or by any one of its Commissioners to the Assembly in his or her place as a Commissioner.

(c) GENERAL

55. Matters Relating to Stipend. It shall not be competent for the Assembly, without due notice of motion in the hands of Commissioners in print and in proper form (for example as a Proposed Deliverance, Notice of Motion or Crave of a Petition), to debate any proposal which might impact directly on or which might bring about binding changes to the terms and conditions of ministers which relate to stipend or stipend scales.

56. New or Additional Expenditure. Any proposal which involves new or additional expenditure must, together with an estimate of such expenditure, be in the hands of Commissioners in print and in proper form (for example, as a Proposed Deliverance, Notice of Motion, or Crave of a Petition), provided that:

(a) if it relates to the income disposition proposed within Co-ordinated Budget for the next calendar year and if the proposal is not submitted in the form of an amendment to the total of the said Budget, it shall provide for and specify the reduction or reductions to be made in other expenditure contained within the said Budget; and

(b) if it involves continuing or recurring expenditure which, if approved, would require to be incorporated in future Co-ordinated and Rolling Budgets, it shall provide for the matter to be remitted in the first instance to the Council of Assembly for consideration and report to the next General Assembly.

57. Declaratory or Interim Act. The draft of any proposed Declaratory or Interim Act, as also the draft of any Overture which it is proposed to transmit to Presbyteries in terms of the Barrier Act (other than any Overture printed and circulated in the volume of Reports), shall be printed and laid on the table of the Assembly and circulated among the Members at least one day before a Motion for the passing of such Declaratory or Interim Act, or for the transmission of such Overture to Presbyteries, is made in the Assembly.

V. CONDUCT OF CASES

58. Commission of Assembly. The rules of procedure for the Appeals Committee of the Commission of Assembly shall be as set out in Schedule 2 to the Appeals Act (Act II 2013). Standing Orders 59 – 61 apply where a matter is being brought before the Commission of Assembly in terms of those powers of the Commission of Assembly not being exercised by the Appeals Committee, or before the General Assembly, being a petition, a reference or an appeal on a matter of doctrine. In Standing Orders 59 - 61 references to the General Assembly shall be taken to refer where appropriate to the Commission of Assembly and all references shall be so construed *mutatis mutandis*.

(a) LODGING OF PAPERS

59. Appeal; Dissent and Complaint; Petition. The papers in all cases intended to be brought before the Assembly, whether Appeals or Dissents and Complaints against the judgement of inferior courts, or Petitions, should be lodged with the Clerks of Assembly not later than 24 April, and must be lodged not less than fourteen

days before the opening session of Assembly; except in the case of judgements pronounced within sixteen days of the meeting of Assembly, in which case they shall be lodged within forty-eight hours of the judgement being pronounced.

60. (a). Reference. In the case of Reference of a matter from an inferior court for the judgement of the Assembly the same limits as to time for lodging of papers in the case shall apply as in SO 59.

(b). Reference of Matter Previously Considered. Where the matter of a Reference has previously been under consideration of the Assembly, the Reference shall state the date when the matter was previously before the Assembly and shall narrate the Assembly's Deliverance thereon.

61. Answers. It shall be competent for all parties claiming an interest in the subject matter of an Appeal, Dissent and Complaint or Petition to lodge Answers thereto complying with the requirements of this SO 61. Answers may be lodged any time after the Appeal, Dissent and Complaint or Petition is received by the Clerks, but not later than seven days before the opening meeting of Assembly. Answers shall be in the form of articulate numbered Answers to the narrative contained in the Appeal, Dissent and Complaint or Petition, indicating in particular matters of fact that are admitted and denied, and shall set forth a concise statement of the Respondent's case, together with a crave specifying the action the Assembly are invited to take thereanent.

(b) PRINTING OF PAPERS

62. Printing. It shall be the duty of the Clerks on receiving papers that are to come before the Assembly in connection with cases to arrange to have these printed in authorised form, stitched together and paged.

63. In Private. Papers relating to business dealt with by Presbyteries in private, or which the Committee on Overtures and Cases (SOs 70 - 71) consider should be taken in private, shall be printed separately and may be dealt with by the Assembly in private.

64. Cost of Printing. In cases of discipline brought before the Assembly by the Judicial Commission, by Reference from a Presbytery, or by complaint by a minority of the Court, the expense of printing shall be borne by the Assembly Arrangements Committee; in other circumstances by the Complainer or Appellant. In all other cases the expenses of printing in sufficient numbers for the use of Commissioners shall be borne by the party having interest in the same or desiring a Deliverance from the Assembly.

65. In Retentis. Two copies of every printed paper shall be kept by the Clerks of Assembly to be bound up and retained among the Records of Assembly.

(c) CIRCULATION OF PAPERS

66. Date of Dispatch. A copy of all papers transmitted to the Clerks of Assembly not later than 24 April shall be forwarded by them to each Member of Assembly at least one week before the opening day of the Assembly.

67. In Private. The Clerks of Assembly shall not issue in advance to Members the papers in cases which they think require to be conducted in private, until specially instructed by the Assembly so to do; but shall report such cases to the Convener of the Business Committee, for the information of that Committee, immediately after its appointment.

(d) INTIMATION TO PARTIES

68. Appeal; Dissent and Complaint. In all cases coming before the Assembly by Appeal or Dissent and Complaint it shall be the duty of the Clerks of Assembly to inform the parties on both sides as soon as possible of the time at which such case is likely to be taken by the Assembly. Such intimation shall, unless in a specific case the Assembly determine otherwise, be regarded as sufficient notice.

The Clerks shall further be bound, on application made to them for the purpose, to supply six copies of all prints made in pursuance of the foregoing Orders to the opposite party or parties in any case, or to his

or their duly accredited Agents.

69. Petition. In every Petition it shall be the duty of the Petitioner to make such intimation of the Petition as may be necessary having regard to the nature of the Petition. Such intimation shall be made not more than seven days later than the time when the Petition is lodged with the Clerks of Assembly as provided in SO 59 above; and along with the Petition there shall be lodged a certificate signed by the Petitioner or his or her Agent setting forth the names of the parties to whom such intimation has been made or is to be made. The Assembly may refuse to dispose of any Petition if in their opinion sufficient intimation thereof has not been made.

(e) TRANSMISSION TO ASSEMBLY

70. Committee on Overtures and Cases. All papers lodged with the Clerks in cases of every sort in terms of the foregoing Orders shall be laid by them before the Committee on Overtures and Cases, which shall consider the same and report to the Assembly.

71. Decision not to Transmit. If the Committee on Overtures and Cases shall decide not to transmit to the Assembly any papers in cases duly lodged with the Clerks of Assembly it shall report the same to the Assembly at their first Session, or at the Session next after such decision, with its reasons for not transmitting the papers, and parties shall be entitled to be heard thereon at the bar of the Assembly. Intimation of a decision not to transmit papers shall be made to the parties concerned as soon as possible, and in time to allow of their being represented at the bar when the decision not to transmit is reported to the Assembly.

72. In Private. The Business Committee shall, in its first Report, specify any case which in its judgement requires to be conducted in private, and any case which does not appear to it to be of that character although the Clerks of Assembly may have reported it as such. The Assembly shall thereupon determine by a special Deliverance, at what stage in the

proceedings the papers in such a case shall be issued to the Commissioners. In every case which the Assembly appoint to be conducted in private the instruction to issue the papers shall be accompanied by a special exhortation to the Commissioners to keep them private.

73. Proposed Legislation. All Overtures from Presbyteries or from Commissioners which propose the introduction of new or the amendment of existing Acts (or Regulations) shall contain the precise terms of the legislation which they propose; and the Committee on Overtures and Cases shall not transmit to the Assembly any Overture which is deficient in this respect, provided always that the Clerks and Procurator shall be available to assist with the framing of such proposals

(f) HEARING OF CASES

74. Announcement. Before parties are heard in any contentious case the Clerk shall read the following announcement, viz – “The Commissioners are reminded that justice requires that all the pleadings at the bar should be heard by all those who vote in this case, and that their judgement should be made solely on the basis of the pleadings.” Immediately before a vote is taken in such a case, the Clerk shall read the following further announcement, viz – “The Commissioners are reminded that only those who have heard all the pleadings at the bar are entitled to vote in this case.”

75. Appeal; Complaint; One Appellant. In cases brought before the Assembly by Appeal, where there is only one appellant (or one set of appellants concurring in the same reasons of Appeal) and only one respondent (or one set of respondents concurring in the same answers to the reasons of Appeal) the case for the appellant (or set of appellants) shall be stated by him or herself or by his or her counsel, who at the same time shall submit such argument upon the case as he or she shall think fit. The party or counsel so stating the Appeal shall be followed by the respondent or his or her counsel who likewise shall submit

such arguments upon the case as he or she shall think fit. At the close of the statement for the respondent the appellant shall be entitled to be again heard, and the respondent shall also be entitled to be heard in answer to the second speech for the appellant and if, in his or her final answer, the respondent shall state any fact or submit any argument not adverted to in his or her answer to the opening statement for the appellant, the appellant shall be entitled to a reply upon the new matter introduced in the final answer for the respondent. With the exception of this right of reply, so limited, more than two speeches shall not be allowed to any party at the bar.

76. Appeal; Complaint; More than one Appellant. In such cases as those referred to in SO 75 if there is more than one appellant (or set of appellants) insisting on the Appeal, or more than one respondent (or set of respondents) supporting the judgement appealed against, (a) on different grounds, or (b) in separate reasons or answers, each appellant shall be entitled to open and state his separate case, and each respondent shall be entitled to make his or her separate answer, and the debate shall be closed with a reply for the several appellants; provided always that it shall be competent to the parties, with consent of the Assembly to make any arrangement for conducting the debate other than herein prescribed, if it shall have the effect of limiting, further than is herein done, the number of speeches to be made from the bar.

77. Appeal; Complaint; Who may appear. Any Member of an inferior court whose judgement is brought under review of the Assembly may appear at the bar in support of the judgement; but, when Commissioners have been specially appointed by the inferior court to support its judgement, the Assembly shall not hear any Member of such court other than the Commissioners so appointed, unless any Member not so appointed but wishing to be heard can show a separate and peculiar interest to support the judgement; and in

all such cases it shall be competent to the Assembly to limit the number of Members of an inferior court who shall be heard in support of the judgement under review.

78. Dissents and Complaints. In SOs 75 to 77, "Appeal" includes "Dissents and Complaints" and "Appellant" includes "Complainer".

79. Petition. In cases brought before the Assembly as the court of first instance by Petition, the party promoting the application shall be entitled to be heard in support of the same; and the Assembly shall also hear an answer from any party at the bar claiming to be heard whom it shall consider to be a proper respondent, and the debate at the bar shall be closed with a reply from the person promoting the application.

80. Reference. In cases brought before the Assembly by reference from a Presbytery the reference shall be stated to the Assembly by a Member of the referring court, specially appointed for the purpose, at the bar if not a Commissioner, or in his or her place as a Commissioner if a Commissioner from the Presbytery. The Assembly shall thereafter hear the parties in the case referred in such order as the nature of the case may seem to require, keeping in view the regulations in SOs 74 to 79.

81. Readjustment Cases. In cases arising from Act VII, 2003, when a request for determination follows a decision of the Partnership Development Committee not to concur in the judgement of a Presbytery, the Convener, or other member of the said Committee, shall be heard at the bar if not a Commissioner, or in his or her place as a Commissioner if a Commissioner, immediately after the request for determination has been stated. After the initial statement and the response by the said Committee when applicable, the General Assembly shall hear at the bar such parties in the case as are not represented by Commissioners, in such order as the nature of the case may seem to require.

VI. ORDER OF DEBATE

(a) ORDER OF THE DAY

82. When the Assembly have resolved that a case or other piece of business shall be taken up at a certain hour mentioned in the Order of Business, such case or other piece of business shall be taken not later than the hour fixed and the business before the Assembly, if not finished at the hour named, shall be adjourned, provided that, in the case of an Order of the Day following the Report of the Church and Society Council, such unfinished business shall not be taken up. If, in the opinion of the Moderator, it would be in accordance with the general convenience of the Assembly, the Moderator may allow the transaction of the business then actually under discussion to continue for a period of not more than fifteen minutes beyond the specified time, but no fresh business shall be commenced.

(b) MOTIONS

83. Right to Move. Any Commissioner to the Assembly may make a motion upon any matter coming regularly before the Assembly; and on rising to do so he or she shall read the terms of the motion having wherever possible handed the same in writing on the form provided to the Assembly Office or other point of collection intimated to the General Assembly. It shall be in order to move a motion regarding any matter in the care of a Committee to which no reference is made in the Report of that Committee, provided that reasonable notice has been given in writing to the Convener before presentation of the Report. The mover of any counter-motion or amendment may reply to the discussion of his or her motion, immediately before the Convener closes the debate.

84. Withdrawal. When a motion has been duly seconded it shall not be competent to withdraw it, or to make any alteration upon it, without the permission of the Assembly

85. Priority. The Deliverance on the Report of a Committee shall take precedence of any other motion on that subject.

86. Committee Convener. The Convener of a Committee when a Commissioner, on giving in the Report of that Committee, shall move the Deliverance proposed in terms of SO 41. A Convener, when not a Commissioner, shall be allowed to submit the Report of the Committee, and to give explanations in the subsequent discussion. In such a case the Principal Clerk, whom failing, the Depute Clerk, shall formally move the Deliverance. In all cases the Convener shall have the right of replying to the debate.

87. Introducer of Overture. The Introducer of an Overture, if a Commissioner, shall move the Deliverance; and if he or she is not a Commissioner the Principal Clerk, whom failing the Depute Clerk, shall formally move the Deliverance. The Introducer, whether a Commissioner or not, may answer questions or give explanations in the course of the debate and, if a Commissioner, may reply to, the discussion immediately before the relevant Convener closes the debate.

88. Notice of Motion. Any Commissioner may, during the sittings of the Assembly, give notice of Motion on any subject due to come regularly before the Assembly, other than a contentious case. Notices of Motion so given in shall be printed in the "Assembly Papers" not later than the day before that on which the business is to be taken. Such printed Notice of Motion shall confer no right of priority of moving same, the Moderator being the sole judge of the order in which Members are entitled to address the Assembly.

(c) THE DEBATE

89. The Chair. Every speaker shall address the Assembly through the Moderator, and the correct address is "Moderator".

90. In Support. When a motion or motions have been made and seconded, any Member (including a formal seconder in terms of SO 94) may take part in subsequent debate.

91. Speeches. (1) Except as provided in SOs 83 and 86, no Member may speak twice on the same question except in explanation, and then

only by special permission of the Assembly. (2) Members shall make relevant declarations of interest where the topic of debate makes it appropriate to do so.

92. Point of Order. Any Member may rise to speak to a Point of Order. A speaker is not to be interrupted unless upon a call to order. When so interrupted he or she shall cease speaking, and shall resume his or her seat until the Point of Order is decided. The Member calling to order shall state the grounds for so doing; and the speaker who has been interrupted may briefly reply in explanation, to show that he or she is not out of order, but no other Member may speak to the Point of Order unless with the permission or at the request of the Moderator, with whom the decision of the point rests, though the Moderator may put the point to a vote of the Assembly.

93. There shall be no right of reply to a debate except as provided for by SOs 83 and 86.

94. Limits. All speeches shall be limited to 5 minutes, with the following exceptions:

- (i) COMMITTEES Convener giving in the Report of his or her Committee and moving thereon (seconding to be formal)
 - 20 minutes
 - Convener responding to a question
 - 4 minutes
 - Movers of Amendments or Counter-Motions (seconding to be formal)
 - 10 minutes
- (ii) OVERTURES Introducing an Overture and when the Introducer is a Commissioner, moving thereon
 - 10 minutes
 Mover of other Motions in relation to Overture (seconding to be formal)
 - 10 minutes
- (iii) PETITIONS Speeches of Petitioners
 - 10 minutes

95. No Time Limit. The time limits shall apply, except in the following cases:

- (a) when the Assembly are debating specific proposals for change under Barrier Act procedure;

(b) when the Assembly are exercising judicial functions;

(c) in Petitions when, for special reasons, the Committee on Overtures and Cases reports that the circumstances demand an extension, and when the General Assembly adopt that opinion;

(d) in any other matter when the Assembly Arrangements Committee (in respect of the Order of Business for the first two days) or the Business Committee (in respect of the Order of Business for the subsequent days) declares that, in its opinion, such matter is of exceptional importance, and when the Assembly adopt that opinion.

(d) DEALING WITH MOTIONS

96. Character of Motions. Motions shall be considered as belonging to one of the following categories, and shall be dealt with as prescribed, viz:

1. The original Motion.
2. Counter-Motions – being Motions contradictory or negative of the original Motion or of a substantial part of the original Motion.
3. Amendments being Motions not substantially contradictory of the original Motion or Counter-Motion, but for making deletions, alterations, or additions thereto without defeating its main object.
4. Amendments of amendments already moved and seconded.

97. Moderator to Judge. The Moderator shall be judge of the category to which any Motions shall be considered to belong, and the ruling of the Moderator shall be final.

98. Grouping of Amendments. When to any Proposed Deliverance there has been given notice of amendments which differ from each other only slightly in their general tenor, the Moderator shall decide whether or not to permit more than one of such amendments to be moved.

99. Voting on Amendments. When an

amendment (Category 3) has been proposed it shall be disposed of by the Assembly before any other counter-motion or amendment is proposed. However, it shall be in order for an amendment of an amendment (Category 4) to be proposed, seconded and debated, after which the Moderator shall take a vote “For” or “Against”. When all such Category 4 motions have been so disposed of, the Assembly shall complete its consideration of the original amendment (Category 3) and the Moderator shall take a vote “For” or “Against” the original amendment amended or unamended as the case may be. For the avoidance of doubt, it is affirmed that the order of debate for Category 3 and Category 4 motions shall be the same except as herein provided and that the provisions of SO 86 shall apply to both.

100. Voting on Motions. After all amendments, if any, have been disposed of, the Moderator shall take a vote between all Motions in Categories (1) and (2), and in doing so shall adopt the following procedure. A vote shall be taken in one of the methods provided below, between all the Motions in the order in which they were made, beginning at the first. Each Commissioner may vote for one Motion only. If, on the numbers being announced, one Motion has obtained a clear majority of votes, all the other Motions shall fall; but if no Motion has obtained a clear majority, the Motion having the smallest number of votes shall be struck off and a vote taken between the remaining Motions; and the Assembly may determine.

101. Voting for Appointments. In the case of voting for appointments to vacant offices in the Church, where there are more than two nominations the Assembly shall vote separately on all the names proposed, and, unless there be a majority in favour of one over all the others combined, the one having the lowest number shall be dropped, and the Assembly shall again vote on those that remain.

102. Deliberative Vote. The Moderator or Acting Moderator in the Chair shall have no Deliberative Vote.

103. Casting Vote. If in any division there shall be an equality of votes for two proposals before the Assembly, the Moderator shall have power to give a deciding vote; and if in the course of the voting as provided in SOs 100 and 101 above, there should be an equality of votes for the two Motions having fewest votes, the Moderator shall have power to give a deciding vote and the Motion for which the Moderator shall vote shall be retained for the purpose of the next vote of the Assembly.

(e) TAKING THE VOTE

104. The Moderator may, in any circumstances and at his or her sole discretion, ascertain the mind of the Assembly by asking the Commissioners to stand in their places, and shall intimate to the Assembly on which side there is in his or her opinion a majority. Unless the opinion of the Moderator so intimated is at once challenged, it shall become the decision of the Assembly. If any Commissioner challenges the opinion of the Moderator, the Assembly shall proceed to take an electronic vote using a system approved by the Assembly Arrangements Committee. Alternatively, it shall be open to the Moderator, again at his or her sole discretion and in any circumstances, to ascertain the mind of the Assembly by recourse to the use of electronic voting. After all votes have been counted the Moderator shall intimate the result of the voting which will become the decision of the Assembly. In no circumstances shall a second vote be taken on a matter which has already been the subject of a vote by electronic voting. The Business Committee shall ensure that Commissioners are familiar with the method of electronic voting and will appoint tellers to assist Commissioners, where necessary, with the process of casting votes and to assist the Assembly with the process of voting by paper ballot which shall be a competent alternative to the taking of a vote by electronic means in the event of a failure in the electronic voting system.

(f) DISSENTS

105. Entering. Any Commissioner dissatisfied with a judgement of the Assembly, which has not been unanimous, has the right to enter his or her dissent against it; but no dissent can be given in until the matter to which it refers has, for that session, been disposed of, the Minute adjusted, and the Assembly is ready to proceed to other business.

106. Adhering. When a dissent has been entered, it is in order for any other Commissioner present when that judgement was pronounced to adhere to such dissent. No other's adherence may be entered.

107. Reasons. A person dissenting may do so with or without giving in reasons of dissent. If he or she dissent for reasons given in at the time, or to be afterwards given in, such reasons shall, if received by the Assembly as proper and relevant, and provided they are given in before the close of the next session (or, when made on the last day of the Assembly, before the close of the same session), be recorded in the Minutes.

108. Answers. If the Assembly appoint a Committee to prepare answers to reasons of dissent, the Report of the Committee shall, except on the last day of the Assembly, be printed in the "Assembly Papers"; and, as approved by the Assembly, shall be printed in the Minutes, if the reasons of dissent have been so printed.

109. Record of Dissents. Reasons of dissent and answers thereto when not entered in the Minutes, shall be kept in a separate Record of Dissents.

VII. COMMITTEES AND THEIR MEMBERSHIP

(a) COMMITTEES

110. Committees. The Committees of the General Assembly shall be those listed in SO 111 together with such ad hoc Committees as the General Assembly may appoint from time to time. Clerical services for the ad hoc Committees shall normally be provided by the

staff of the Principal Clerk's Department.

111. Membership. The Standing Committees of the General Assembly shall have membership as follows, General Assembly appointments being made on the nomination of the Nomination Committee except where otherwise stated.

1. **Council of Assembly**.....27
Convener, Vice-Convener, and 10 members appointed by the General Assembly, one of whom shall have appropriate knowledge and experience of Christian stewardship, the Secretary of the Council of Assembly, the Principal Clerk, the General Treasurer and the Solicitor of the Church as members ex officio (non-voting); the Conveners and Council Secretaries (Secretaries to be non-voting) of the Church and Society, Ministries, Mission and Discipleship, Social Care and World Mission Councils and the Convener of the Panel on Review and Reform.
2. **Church and Society Council**.....32
Convener, Vice Convener, 28 members appointed by the General Assembly, one of whom will also be appointed to the Ecumenical Relations Committee, and one member appointed from and by the Social Care Council and the Guild. The Nomination Committee will ensure that the Council membership contains at least 5 individuals with specific expertise in each of the areas of Education, Societal/ Political, Science and Technology and Social/Ethical. This number may include the Convener and Vice-Convener of the Council.
3. **Ministries Council**.....47
Convener, 4 Vice-Conveners, 38 members appointed by the General Assembly, one of whom will also be appointed to the Ecumenical Relations Committee, and 1 member appointed from and by the General Trustees, the Housing and Loan Fund, the Committee on Chaplains to

Her Majesty's Forces and the Diaconate Council. For the avoidance of doubt where a representative of these other bodies is a member of staff, they will have no right to vote.

4. **Ministries Appeal Panel**.....5
Convener, Vice-Convener and 3 members appointed by the General Assembly. At least 1 member shall be legally qualified, at least 1 shall be a minister and at least 1 shall be an elder.
5. **Trustees of the Housing and Loan Fund**..... 11
3 ministers and 1 member appointed by the Ministries Council;
4 appointed by the General Assembly on the nomination of the Trustees, who having served a term of 3 years shall be eligible for re-appointment;
3 appointed by the Baird Trust.
6. **Committee on Chaplains to H M Forces** 22
Convener, Vice-Convener, and 20 members appointed by the General Assembly.
7. **Mission and Discipleship Council**..... 33
Convener, 3 Vice-Conveners and 24 members appointed by the General Assembly, one of whom will also be appointed to the Ecumenical Relations Committee, the Head of Stewardship, 1 member appointed from and by the General Trustees, the Guild and the Go For It Committee, and the Convener or Vice-Convener of the Committee on Church Art and Architecture as that Committee shall determine. The Nomination Committee will ensure that the Council membership contains at least 3 individuals with specific expertise in each of the areas of Congregational Learning, Church Without Walls and Faith Expressions.
8. **Committee on Church Art and Architecture**..... 17
Convener, Vice-Convener and 15

- members appointed by the General Assembly.
9. **Social Care Council** 31
Convener, 2 Vice-Conveners and 28 members appointed by the General Assembly, one of whom will also be appointed to the Ecumenical Relations Committee.
10. **Assembly Arrangements Committee**.. 16
Convener, Vice-Convener and 10 members appointed by the General Assembly, the Moderator, the Moderator Designate and the Clerks of Assembly, the Convener and Vice-Convener also to serve as Convener and Vice-Convener respectively of the General Assembly's Business Committee.
11. **Central Services Committee** 13
- a) Convener, Vice-Convener (Human Resources), Vice-Convener (Property) and 6 members appointed by the General Assembly, together with, ex officio and non voting, the Secretary of the Council of Assembly, the Solicitor of the Church, the General Treasurer and the Head of Human Resources.
 - b) Appeal Group.....8
8 members appointed by the General Assembly with the Solicitor of the Church as Secretary. Members shall not include any former or current members of staff of any of the Church's Employing Agencies (including the Social Care Council), nor any current Council or Committee member.
12. **Ecumenical Relations**...11 plus co-optees
- a) 5 members appointed by the General Assembly, each to serve as a member of one of the 5 Councils of the Church.
 - b) Convener who is not a member of any of the other Councils and who will act as a personal support for the Ecumenical Officer (EO) and Vice-Convener, appointed by the General Assembly.
 - c) A representative of the United Free Church of Scotland appointed by that Church.
- d) A representative of the Roman Catholic Church in Scotland appointed by the Bishops' Conference and 1 representative from each of 3 churches drawn from among the member churches of ACTS and the Baptist Union of Scotland, each to serve for a period of 4 years.
- e) The Committee shall co-opt Church of Scotland members elected to the central bodies of Churches Together in Britain and Ireland (CTBI), the Conference of European Churches (CEC), the World Council of Churches (WCC), the World Communion of Reformed Churches (WCRC) and the Community of Protestant Churches in Europe (CPCE, formerly the Leuenberg Fellowship of Churches).
- f) The General Secretary of ACTS shall be invited to attend as a corresponding member.
- g) For the avoidance of doubt, while, for reasons of corporate governance, only Church of Scotland members of the Committee shall be entitled to vote, before any vote is taken the views of members representing other churches shall be ascertained.
13. **Legal Questions**..... 16
Convener, Vice-Convener and 10 members appointed by the General Assembly, the Clerks of Assembly, the Procurator and the Solicitor of the Church.
14. **Safeguarding**..... 13
Convener, Vice-Convener and 6 members appointed by the General Assembly, 1 representative (voting member) from and appointed by each of the Ministries, Church and Society, World Mission, Mission and Discipleship and Social Care Councils, the Solicitor of the Church, the National Adviser (Head of Safeguarding) as Secretary to the Committee, the

- Secretary of the Council of Assembly and up to 4 members co-opted by the Committee for their expertise. For the avoidance of doubt it is declared that only the following persons will be entitled to vote: Convener, Vice-Convener, the six Assembly appointed members and the five representatives from each of the Ministries, Church and Society, World Mission, Mission and Discipleship and Social Care Councils.
15. **World Mission Council**..... 32
Convener, 2 Vice-Conveners, 28 members appointed by the General Assembly, one of which will also be appointed to the Ecumenical Relations Committee, and 1 member appointed by the Presbytery of Europe.
16. **Panel on Review and Reform**..... 11
Convener, Vice-Convener and 8 members appointed by the General Assembly, together with the Ecumenical Officer (non-voting).
17. **Nomination of Moderator**Up to 16
Convener, up to 8 ministers and deacons and up to 7 elders elected by the immediately preceding General Assembly from among its commissioners.
18. **Judicial Commission**
2 Conveners, 2 Vice-Conveners and a pool of 40 ministers, elders and deacons appointed by the General Assembly.
(The Clerks of Assembly are Clerks of the Judicial Commission though not members thereof.)
19. **General Trustees**
Trustees are appointed as required, by the General Assembly on the nomination of the Trust.
20. **Nomination Committee**..... 26
Convener, Vice-Convener and 24 members appointed by the General Assembly. Notwithstanding SO 116, no member of the Committee, having served a term of 4 years, shall be eligible for re-election until after a period of 4 years, except for special cause shown. The Convener of the Committee shall be for 3 years.
21. **Church of Scotland Trust**
Trustees are appointed as required, by the General Assembly on the nomination of the Trust.
22. **Church of Scotland Investors Trust**
Trustees are appointed as required, by the General Assembly on the nomination of the Trust.
23. **Delegation of the General Assembly**.....4
The Clerks of Assembly, The Principal Clerk as Chairman, the Procurator and the Solicitor of the Church, ex officio.
24. **Iona Community Board**..... 20
Convener and 5 members appointed by the General Assembly;
6 members appointed by and from the Iona Community, 2 changing each year;
The Leader of the Iona Community;
1 member appointed by and from the Presbytery of Argyll.
In addition the Board will invite 6 member churches of Churches Together in Britain and Ireland (CTBI) to appoint a representative member to the Board, such members being eligible to serve for a maximum period of 4 years.
25. **Judicial Proceedings Panel**
A Panel of ministers, elders and deacons appointed by the General Assembly who are suitably experienced in the law and practice of the Church and whose number shall, in accordance with the Discipline of Ministry Act (Act III 2001), section 1(1)(e), be determined, from time to time, by the Legal Questions Committee. Appointments shall be for three years with the option of one further term.
26. **Theological Forum**..... 13
Convener, Vice-Convener, 10 members appointed by the General Assembly, the membership being selected to provide an appropriate balance of (a) ministers

of Word and Sacrament, (b) members of academic staff from the Divinity Schools (or equivalent) of Institutions of Higher Education in Scotland, (c) elders and (d) members drawn from the wider membership of the Church chosen for their particular expertise, experience or provenance; together with one additional member appointed by the Committee on Ecumenical Relations.

(b) MEMBERS

112. Period of Service. All Members of each of the Standing Committees shall retire after serving for four years.

113. Representatives. Bodies entitled to appoint representatives shall be permitted to make changes in their representation for special reasons in any year.

114. Non-attendance. The name of a Member shall be removed from any Standing or Special Committee which has met three times or oftener between 1 June and 1 March unless he or she has attended one-third of the meetings held within that period. Attendance at meetings of Sub-Committees shall for this purpose be reckoned as equivalent to attendance at the meeting of the Committee itself.

115. Replacement. When a Minister, Elder, or Member of any Standing or Special Committee is unable to accept the appointment, or where from any cause vacancies occur in Committees during the year, that Committee, after consultation with the Convener of the Nomination Committee, may appoint a Member to take the place of the Member whose retirement has caused the vacancy. All such appointments, if for a longer period than one year, shall be reported for confirmation through the Nomination Committee to the General Assembly.

116. Re-election. A Member retiring from a Council or Committee by rotation, or having his or her name removed for non-attendance, shall not be eligible for re-election to that Council

or Committee until the expiry of one year thereafter, unless the Assembly are satisfied, on the Report of the Nomination Committee, on information submitted to it by the Council or Committee concerned, that there are circumstances which make re-election desirable; but where more than one member is due to retire then not more than one-half of the retiring members be so re-elected. No Member shall normally serve for more than two consecutive terms of office. (If possible 20 per cent of the Assembly appointed members of Councils or Committees should be under the age of 35 at the time of their appointment). A Member appointed in the room of one deceased, resigned or removed, or of one appointed as Convener or Vice-Convener, shall serve for the remainder of the period for which the person was appointed whose place he or she takes, and on retiral shall be eligible for re-election if he or she has not served for more than two years.

A retiring Convener shall be eligible for re-election as an additional member of the Council or Committee concerned to serve for one year only immediately following tenure of office as Convener.

117. Eligibility. No person shall be a Member of more than three Councils or Committees at the same time. Appointments ex officio shall not be reckoned in this number. This rule shall not apply to those for whom the Nomination Committee is prepared to give special reason to the Assembly for their appointments to more than three Committees.

The Nomination Committee shall not nominate for Committees any of its own number except in special circumstances which must be stated to the Assembly.

118. Secretaries and Deputes. It shall be the responsibility of the Secretary of each Council and Committee to attend the meetings thereof, to provide information and advice as requested, and to provide a depute for any meeting that he or she cannot attend. Members of staff shall not have the right to

vote at any meeting.

119. Expenses. Expenses incurred by Members of Committee, consisting of travel charges and a sum for maintenance when required shall be defrayed.

(c) CONVENERS AND VICE-CONVENERS

120. Appointment. Conveners and Vice-Conveners of Councils and Committees shall be appointed by the Assembly. Conveners shall hold office for not more than four consecutive years (in the case of the Nomination Committee, three consecutive years) and Vice-Conveners shall hold office for not more than three consecutive years, unless the Assembly are satisfied that there are exceptional circumstances which make the reappointment of Conveners and Vice-Conveners desirable. The period of reappointment shall be for one year only. If at the time of their appointment they are already members of the Council or Committee another Member shall be appointed in their room for the remainder of the period of their original appointment.

121. Replacement. In the event of the death, resignation, or supervening incapacity of the Convener of any Council or Committee, the body concerned, after consultation with the Convener of the Nomination Committee, may appoint an Interim Convener. Such appointment shall be reported by the Committee to the General Assembly and the Assembly shall make such order as the situation may require.

(d) NOMINATION COMMITTEE

122. List of Nominations. The Nomination Committee shall include in its Report its list of nominations to be submitted to the Assembly. The Report, so prepared, shall be included in the Volume of Reports issued to Members of Assembly.

123. Nomination of Conveners. When the Convener or Vice-Convener of a Committee or Council is completing his or her term of office the Council or Committee shall be invited by the Convener of the Nomination Committee

to suggest the name of one who may be appointed in succession. The Nomination Committee shall satisfy itself that an open and transparent process has been followed in identifying the Convener or Vice-Convener so suggested.

124. Conveners to Attend Meeting. Conveners of Standing Committees shall be entitled to be present at meetings of the Nomination Committee when the composition of their respective Committees is under consideration, but not to vote.

125. Amendment to Report. No amendment to the Report of the Nomination Committee shall be in order of which due notice has not been given.

All notices of proposed amendments on the Report, including such as propose the omission or insertion of any name or names, or the addition of a name or names where the full number eligible has not been nominated by the Committee, must be given in to the Clerks before midday on the third day prior to the closing of the Assembly, signed by the Member or Members giving them.

All such notices of proposed amendment shall, with the names of those signing them, be printed in the "Assembly Papers" issued on the second day prior to the closing of the General Assembly, and on the morning of the day the Report is to be called for.

VIII. ALTERATION AND SUSPENSION

126. Alteration. Any proposal for alteration of Standing Orders shall be either (a) on the Report of the Legal Questions Committee and printed in the volume of Reports or (b) by Overture and the subject of at least one day's notice in the "Assembly Papers". This Standing Order shall not apply to SO 111 which may be amended by the Principal Clerk in accordance with the decisions of the General Assembly.

127. Suspension. It shall always be competent for the Assembly, on the Motion of any Commissioner and on cause shown,

summarily to dispense with the observance of the Standing Orders, or any part of them, in any particular case: provided that such Motion shall receive the support of not less than two-

thirds of those voting on the question when put from the Chair, and that such suspension shall not contravene any Act of Assembly.

IMPORTANT INFORMATION

FIRE PROCEDURE

FIRE PROCEDURE

The following arrangements **MUST BE STRICTLY ADHERED TO:**

- A. ON DISCOVERING A FIRE –**
Sound the Alarm by operating the nearest break-glass Call point. This will automatically call the Fire Brigade.
- B. ON HEARING THE ALARM –**
1. Evacuate the building by nearest available Exit route following the stewards' directions
Debating Chamber Level: Main doors down to QUADRANGLE
Gallery Level: 4 Exits on to LAWNMARKET
 2. Do not use the Lift in the event of an emergency, due to the risk of power failure
 3. Do not stop to collect belongings, *ie.* Coats, brief-cases, handbags, *etc.*
 4. Exit doors must remain clear at all times. When exiting leave in an orderly fashion
 5. ASSEMBLE –
 - a. OPPOSITE THE MAIN ENTRANCE, MOUND PLACE or
 - b. LAWNMARKET/JOHNSTON TERRACE, WHICHEVER IS NEARER

(Note: The above-mentioned arrangements relate to the Assembly Hall building. If present within New College when the College fire alarm sounds, leave the College by the nearest available exit. New College areas include the Cloakroom, Assembly Office, Stewards' Office, Martin Hall, Media Rooms and Commissioners' Box area (Rainy Hall).

FIRST AID ROOM – This room is off the “black and white” corridor of the Assembly Hall.

REPORTS – Only one copy of the Volume of Reports can be supplied to each Commissioner but a limited number of copies are on sale in the Bookshop.

NOTICE TO SPEAKERS – Speakers are asked to speak from one of the microphones situated round the Hall and in commissioners' galleries.

TIME LIMIT FOR SPEECHES – A bell will notify Speakers that they are approaching the time limit and are expected to finish their speeches within one minute.

HEARING AIDS – These should be switched to “T” for best results from the induction loop. (Please note that a deaf Commissioner who requires sign language may be accompanied by an interpreter for this purpose. Enquiry should be made as soon as possible to the Principal Clerk at 121 George Street for details of documentation for admission and of payment of expenses).

COMMISSIONERS – Are informed that the Ground Floor and the South and West Galleries of the Hall are solely appropriated for them. Only when these parts of the Hall are fully occupied may Commissioners sit elsewhere, as guided by the Stewards.

LEAVE TO MEET DURING ASSEMBLY – applications from Church Courts or Assembly Committees for leave to meet during the Sittings of the General Assembly should be handed in to the Clerks' Office. There is a standing permission for Kirk Sessions to meet if no members are Commissioners.

LOST PROPERTY SHOULD BE REPORTED OR HANDED IN TO THE ASSEMBLY OFFICE